

Ambassador Meeting Checklist



Materials for the Meeting:

- ☐ **Pens:** Have extra pens available for attendees to fill out sponsorship cards or forms.
- ☐ **Notepads/Sticky Notes:** For taking notes, jotting down additional information, questions, or requests.
- ☐ **Business Cards (Optional):** Leave your business card with guests for follow-up.
- ☐ **Brochures:** Information on the sponsorship program, donation levels, and benefits.

(See the [Materials Link](#) – Request Materials)

Profile Cards: Pastor profile cards for potential sponsors to explore. *(See the [Materials Link](#) – Request Materials)*

Commitment Platform (Yellow Sponsorship Cards): Ready-to-use physical Yellow Sponsorship Cards for potential sponsors to fill out and commit. Alternatively, provide the option to sign up online via our portal:

RPI Sponsorship Portal. *(See the [Pastoral Sponsorship Link](#) – Request Materials or Visit Sponsorships)*

NEED TO KNOW:

- Be prepared to explain the monthly giving levels: The levels are \$30, \$60, \$90, \$120, or \$150, representing shares of the total cost to support the pastor's education, training, meals, lodging, and community impact.
 - A pastor may have several sponsors, but if a sponsor chooses the \$150 level, they will be the pastor's exclusive sponsor.
 - Sponsorship continues month to month until the pastor completes their training in the vocational sustainability program or is no longer active in the program.
 - When either of these things happens, the sponsor will be matched with a new active pastor in need of sponsorship.
 - If a sponsor needs to end their sponsorship, they can do so at any time through their sponsorship portal, which will be initiated at the time of sign-up.
- ☐ **RPI Presentation Video or PowerPoint:** A short, impactful video or PowerPoint showing the work of RPI, the pastors, and the communities that are supported. *(See the [Pastoral Sponsorship Link](#) – PowerPoint or Video)*
 - Highlight Testimonies/Success Stories:** Printed stories or a digital PowerPoint/video of sponsored pastors and their ministry impacts. *(See the [Materials Link](#) – Testimonies)*
 - ☐ **Follow-Up:** Provide a way to collect contact information for follow-up with attendees interested in learning more or committing. Visit our Follow-up Tools link for further steps. *See the [Planning Link](#) – Follow-Up Tools*
 - Post-Event Follow-Up Materials:** Leave guests with a brochure and, if they sponsored a particular pastor, leave them with the pastor's profile card. Contact Karina at 616-366-3980 or info@ruralpastorsinternational.org to let her know a sponsorship has been initiated so she can prepare and mail follow-up information for the sponsorship. *(See the [Materials Link](#) – Request Materials)*
 - ☐ **RPI FAQs:** A printed FAQ Sheet for reference. *(See the [Planning Link](#) – Preparation for the Conversation - Pg. 2-3)*
 - ☐ **Newsletter Sign-Up:** Ask guests if they would like to receive updates about RPI and upcoming opportunities. Collect their email addresses to add to the newsletter list. Ensure that handwriting is legible when collecting contact information or do it online through our website www.ruralpastorsinternational.org -[Get Involved](#).