ENGAGE SCRIPTS

asking for appointments

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### First Attempt Example Scripts

#### Option 1 (Phone Call or Email Script):

*[Introduction]*

Hi \_\_\_, I hope you are doing well!

*[Allow for small talk, but keep the conversation moving – read the tone and skip small talk if**they seem short for time]*

*[Transition to topic of phone call]*

I recently stepped into a new ministry role with InterVarsity. *[or]* I'm currently in a season of growing my team of ministry partners who support the mission of InterVarsity through prayer, giving, and/or advocacy.

*[Request – asking for appointment or…]*

I'd love to get together with you to share our vision for campus renewal and invite your partnership in God's work through us this year - financially, and in prayer.

Does [x date] work to meet you for lunch or coffee?

*[Allow for response]*

#### Option 2:

Hi \_\_\_\_,

I hope you are all doing well. I wanted to see if there’d be a time for you guys to come over. First, it’s been too long since we’ve seen you. I can’t believe how big [kid's name] is getting and I’d love for the older kids to connect too!

I was also wondering if you and [spouse] would be open to hearing about my ministry with InterVarsity. Like other campus missionaries, InterVarsity staff are supported by a team of people who pray for and financially support the ministry. I’m in the process of expanding my team and I’d like to invite you to be a part of it.

Let me know if you’re up for connecting. I’ll also follow-up via text.

Blessings,

#### Option 3: Script for contacting long-lost friend (5+ years)

Hi \_\_\_\_\_,

It's been way too long! If you've seen me on Facebook, you can tell my life has changed and I’m excited about my calling into college ministry. There are 600,000 college students in [my city] and I’m excited to see them be transformed from self-centered freshman into Christ-centered world changers.

Like most missionaries, InterVarsity requires me to gather a team of people who will surround the campus with prayers and financial support. I’ve been praying and thinking of key individuals who have had a part in my life over the years. So at this critical juncture I’m going back to the very roots of my life and asking old friends to allow me to share with them the ministry vision and financial goals the Lord has laid before me.

***Alternate Option 3***

[Name], I know it’s been years since we have seen each other - you may or may not be willing or able to join me and invest in this new venture, but it would be an honor to get to share my story with you—and to catch up after all these years! I would like to find a time to connect in the next few weeks. I hope we can make it work!

Grace and peace,

#### Option 4:

Hey friend! I so miss seeing you at CBS and I’d love to find a time to get together to share about the ministry of InterVarsity, to pray for each other and ask you about supporting in prayer or financially this year. My last two weeks of January are pretty open and I’d love to find some time in that window. Is that a good time for you? Happy to come your way!

### Second Attempt Example Scripts

So you've sent your emails to dozens of partners...and you haven't heard back.  Don't worry, you aren't alone.  People are busy and often don't respond to the first attempt.  You'll need to send another email or text or message (and often a few more).  Try varying your methods of communication as well and keep the ball rolling.  Here's another set of examples of how you can contact them again on your second, third and even fourth attempt:

#### Option 1:

Just following up on my note from a few days ago. Looking forward to hearing from you!

#### Option 2:

Hi \_\_\_, Looping back to see if we could find a time to connect about possible partnership with InterVarsity in NYC. Would it work to talk during the first two weeks of March?

#### Option 3:

Hi \_\_\_,

Wanted to follow up on this message and see if we could find a time to connect during the first two weeks of November.

Perhaps a phone call or a Zoom call?

Grace and peace,

### Third Attempt Example Script

I know you may be busy or traveling, so I just wanted to reach out again. I’ve got some flexibility to [get together OR have a phone/video call] this coming week on Tuesday at \_\_\_ or Friday between \_\_\_ and \_\_\_\_. Would one of those times work for you? Thanks!

### Fourth Attempt Example Script

#### Facebook Messenger option:

Hi \_\_\_\_! This is \_\_\_ with InterVarsity. I've been trying to reach you by email recently, but just following up this way in case you missed my emails or they didn't reach you. I'd love to reconnect and chat soon at your convenience. What's the best way to reach you? Thanks!