

Inviting Community Partners to the Celebration Moment

A short playbook for honoring partners on Sunday without awkwardness, pressure, or surprises.

A partner's voice adds credibility because it signals real collaboration. Your job is to make the moment easy: clear timing, clear expectations, and zero surprises.

Quick rules

- Keep the stage moment under 2 minutes total (60-90 seconds is ideal).
- No surprise spiritual pressure. If you want to pray, ask ahead of time and keep it optional.
- Coach for gratitude and impact, not applause for your church.
- Make it easy to say yes: provide time, parking, questions, and a clear exit.

1) Decide which partners to invite

Invite partners with real relationship equity with your event. This is not about optics. It is about trust.

INVITE IF	RED FLAGS
• Meaningfully involved (site host, co-leader, staff support, referrals, or resources). • Their presence lowers skepticism for guests. • They can speak in plain language and keep it short.	• Brand new relationship or you have never met face to face. • They expect fundraising, politics, or platform access as the trade. • You cannot clearly explain what you did together. • You cannot pre-brief them (they will feel ambushed).

Partner invite plan (fill this in)

Partner / Organization	Invite type	Purpose (one line)	Owner
_____	☐ Attend ☐ Stage ☐ Both	_____	_____
_____	☐ Attend ☐ Stage ☐ Both	_____	_____
_____	☐ Attend ☐ Stage ☐ Both	_____	_____

2) Prepare them for a short, clear stage moment

Reduce uncertainty so they can relax. Give them the plan and the words.

Recommended 90-second stage flow

- Host setup (15 sec): name the partner, name the need, name the win.
- Partner voice (45-60 sec): one gratitude line + one impact line + one human moment.
- Host close (15 sec): thank them publicly, lead the room to applause, point to a clear next step.

What to send the partner (copy into your email)

- [] Service time + stage window (example: 9:45-9:47).
- [] Parking + who meets them (name + cell).
- [] The 2-3 questions you will ask (no surprises).
- [] The reassurance: "You do not need to mention our church or faith. Just speak as yourself."

Coaching language that lowers awkwardness

Say this: "Keep it simple: who you are, what we did, why it mattered."

Say this: "Aim for 45-60 seconds. Short beats long."

Say this: "If you would rather not speak, we will honor you from the audience."

Avoid this: asking them to endorse your church, attend a service, fundraiser, or step into spiritual language they did not agree to.

3) Honor the partnership publicly

Public honor strengthens trust and makes future collaboration easier.

- [] Confirm names, titles, and pronunciation.
- [] Show partner logo + one sentence about their mission.
- [] Send 5-10 strong photos and a short recap clip they can share.
- [] Thank them publicly once without asking them for anything.
- [] Offer a next-step conversation focused on a small win.

Tip: If the partner cannot attend Sunday, you can still honor them well: show a photo of their team, read one quote, and thank them by name.

Templates (copy, paste, customize)

Keep the tone warm, specific, and low pressure.

Invitation email (short)

Subject: Thank you + quick invite to our Sunday celebration

Hi [Name], thanks again for partnering with us on [Event Name] on [Date].

Would you be willing to join us for a 60-second on-stage thank-you on Sunday? It is simply a gratitude moment and a chance to share why this mattered. No surprises. We will keep it brief.

Service time: [Time] at [Address] | Stage window: [Approx. Time]

Arrival: [Parking details]. [Host Name] will meet you.

If you would rather attend without speaking, that is completely fine. We are grateful either way.

[Your Name] | [Phone]

Stage moment outline (60-90 seconds)

Host setup: "Yesterday we served with [Partner Name]. We [one-sentence win]."

Introduce: "Please welcome [Name], [Title] at [Organization]."

Q1: "In one sentence, what does your organization focus on?"

Q2: "What was meaningful for you about yesterday?"

Close: "Thank you. We are grateful for you. Church, can we honor them?"

Follow-up thank-you (24-48 hours)

Subject: Grateful for you (photos + recap inside)

Hi [Name], thank you again for partnering with us on [Event Name].

Here are a few items you may want: Photos [Link] | Recap video [Link] | Impact numbers [1-3 stats].

If helpful, we would love a short follow-up conversation to ask: "What is the most valuable small win we could help with in the next 90 days?"

With gratitude, [Your Name]

Partner follow-up pack (48-hour checklist)

- Send photos and recap within 24-48 hours (momentum window).
- Include 1-3 impact numbers plus one human story (scale + heart).
- Thank them publicly once if appropriate (stage or social).
- Offer one next-step meeting focused on a small win.