Iron Rose Sister MINISTRIES
Hermana Rosa de Hierro • Irmã Rosa de Ferro

Updated November 2026

IRSM Event and Speaker Invitation Guidelines

Thank you for the opportunity to partner with Iron Rose Sister Ministries (IRSM) in blessing the women at your church and throughout your area! We look forward to working together and seeing how God uses each of us to equip and inspire women in the advancement of the Kingdom. ~ *The Iron Rose Sister Ministries Team*

To help with planning and coordination, the following information outlines what you can expect as we prepare for the event together.

Event Planning and Communication

- IRSM and the event host will work together to finalize event details, schedules, travel arrangements, and hospitality needs.
- The event host will designate a primary contact person to coordinate event details with IRSM's designated staff member.
- Any significant changes to the event schedule or arrangements should be communicated as early as possible.

Ambassadors (2 Cor 5:20, 2 Tim 2:2, 2 Cor 8:23, Prov 27:17)

- **Ambassador Training and Development:** IRSM values the ongoing training and equipping of our Ambassadors to strengthen their service and effectiveness in ministry.
- **Two Ambassadors at Each Event:** Whenever possible, IRSM seeks to include two Ambassadors at each event. Having a second Ambassador helps support the various demands of the event, assists with logistics, and allows the Ambassadors to serve alongside one another. The event host is responsible for covering the travel expenses and hospitality for both Ambassadors.
- **Additional Ambassadors:** Additional Ambassadors may accompany the team at no additional expense to the event host.

Talk/Class and Small Groups (sample schedules available)

- Average talk/class length: 35-45 minutes.
- Average small group session following each talk/class: 30-45 minutes.
- **Small Group Materials:** IRSM prepares and provides the content for small group handouts and discussion materials. The event host assists by printing the materials for each participant.

Travel Arrangements and Reimbursement

- **Flying:** IRSM will coordinate and purchase airline tickets for each Ambassador, with the event host reimbursing IRSM for the cost of each ticket.

- **Driving:** Mileage reimbursement will be calculated separately for each Ambassador, based on their individual departure location and IRSM's current mileage reimbursement rate. The combined travel expenses will be billed to the event host.
- **Travel Coordination:** When two Ambassadors are traveling from different locations, IRSM will coordinate the most practical and cost-effective travel arrangements for each.

Hospitality

- The event host provides lodging and meals for both Ambassadors during their stay, based on the event schedule and travel arrangements.

Cost

- **Individual Talk/Class:** $250 per talk or class ($150 for virtual classes).
- **Bilingual Talk/Class:** $300 per bilingual talk/class set, which includes delivery in two languages (English-Spanish, English-Portuguese, or Spanish-Portuguese).
- **Facilitated Conversation**: An optional add-on of $100 per meeting with key leaders, women's ministry leaders, or single women.
- **Financial Considerations:** If cost is a concern, please contact us. We are happy to discuss special considerations.

IRSM Resources and Materials at the Event

- **Materials Available for Purchase:** Bible study materials, including *Human AND Holy, In God's Right Hand, Who Has the Last Word?, Called to Listen, I already AM, One Single Reason: Conversations with Single Women, Committed to Listen* and other IRSM promotional items (such as rose jewelry and bags) may be made available for purchase at a ministry resource booth.
- **Complimentary Materials:** Brochures, newsletters, bookmarks, and other informational materials are provided free of charge.

If you have questions about any of the information above or need clarification regarding event arrangements, please do not hesitate to contact us. We provide these guidelines to help facilitate communication and ensure that everyone is prepared as we work together.

Thank you again for the opportunity to bless the women in your area through the resources that Iron Rose Sister Ministries offers. We look forward to seeing how God works through our time together!