

## **How to be an Informed and Successful Delegate**

We're all busy and doing the best we can, from the chair of your county or state party down to the everyday caucus attendee and voting citizen. Even with the best of intentions and organization, communications may not always flow as you'd like.

### **Don't rely on others. Educate and empower yourself!**

Here are some best practices, ideas, and resources to help you be an effective delegate:

- **Where applicable, become familiar with your party's constitution, platform, and bylaws. Understanding these documents will help you know the party's purpose, how it functions, and why your role is essential.**
  - You can find the UT Republican Party's constitution, platform, and bylaws here: <https://utgop.org/governing-documents/>
- **Make it a habit to check your party's calendar of events. Most of the main event and meeting dates are determined well in advance to aid you with your planning and scheduling.**
  - You can find the UT Republican Party's calendar here: <https://utgop.org/calendar/>
- **Reach out to your Precinct Chair.**
  - Make sure you have your Precinct Chair's contact info if you don't already.
  - Update your Precinct Chair if you change your email or phone number.
  - Where possible, cultivate a working relationship. Your Precinct Chair is a good resource when you have questions that a black and white document cannot answer.
- **Check your email inbox and spam folders regularly during the election and convention seasons.**
  - Make sure you know how to navigate your email folders.
  - Keep an eye out for campaign emails and invitations to Candidate "Meet and Greet" during election season and ATTEND THEM.
  - Keep an eye out for your call to the Organizing and Nominating Conventions.
  - Make it a habit to check your emails regularly to keep up with updates and news sent from the party.
- **Talk with your neighbors. Take note of their concerns. Encourage them to be involved and invite them to help keep you informed. Ultimately, you're elected to represent them through the caucus system.**

**ENJOY THE PROCESS AND HAVE FUN!!!**