

# Back Home Lobby Days – Spring 2017

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## 1. Plan a back home lobby meeting

### Who - are you going to invite to participate in the meeting?

- Region chair
- Grassroots political activist (GPA)
- UniServ director
- Local members

### What – is your goal for the meeting?

- To make direct personal contact with your elected officials
- To tell personal stories about the issues affecting you
- To ask for their support or opposition on issues that are before them this legislative session

### Where – are you going to meet with the legislator?

- Legislative district office - preferable
- IEA region office
- Local establishment

## 2. Issues to discuss at your back home lobby meeting

Click here to review [IEA Fact Sheets](#) about the issues that are being discussed this legislative session.

- Substitute teacher shortage
- Charter schools
- Pensions

## 3. Agenda for your back home lobby meeting

### Sample meeting agenda

- Introductions: 3 minutes
- Explain why you asked for the meeting, your goals, your expectations: 5 minutes
- First educator story tells story: 3 minutes
- Second educator tells story: 3 minutes
- Deliver and describe materials: 3 minutes
- Make the “ask”: 5-10 minutes
- Review next steps: 3 minutes
- Thank you: 1 minute

## 4. Helpful resources for your back home meeting



## **Legislative contact information**

To find your state legislator and their contact information:

Log into the IEA web site – [www.ieanea.org](http://www.ieanea.org)

- Under the Legislative tab, click on Contact Your Legislators
- Go to the Elected Officials tab
  - if you know your legislator, go to Member Search
  - if you do not know your legislator, go to My Representatives and enter your zip code
- You will find your legislator and their contact information

## **IEA fact sheets**

For a list of available IEA fact sheets:

Log into the IEA web site – [www.ieanea.org](http://www.ieanea.org)

- Under Legislative tab, click on [facts sheets](#)

## **Ten Golden Rules of Lobbying**

To view a guide of helpful lobby tips:

Log into the IEA web site – [www.ieanea.org](http://www.ieanea.org)

- Under Legislative tab, click on [Legislative & Political Action](#)

## **5. Follow-up to your Back Home Lobby Meeting**

### **With your legislator:**

- Make sure to provide any materials you promised to provide to the legislator.
- Send the legislator copies of published pictures or stories — or links to the website where they appear.
- Schedule another meeting, if that was discussed.
- Send a thank-you note — handwritten or email.

### **With the IEA:**

We want to hear about your meeting and what your legislators conveyed to you.

- Email IEA [IEAlistens@ieanea.org](mailto:IEAlistens@ieanea.org)