

## **Ambassador Talking Points: A Toolkit for Meeting with your Elected Officials**

Welcome to the July edition of your *Ambassador Talking Points Toolkit*, a monthly resource from the National Council to help you schedule meetings with your elected officials about timely topics.

This month we focus on the upcoming August recess and your opportunity to meet with your member in your district. Meetings at the district office, site visits, or attendance at town halls – this is the perfect opportunity to get face time with your member before October’s National Council Hill Day! ([Register for Hill Day today!](#))

**Remember: National Council Ambassadors have agreed to meet with legislators and/or staff at least three times per year. Schedule your next meeting, today!**

Questions? Contact Michael Petruzzelli at [michaelp@thenationalcouncil.org](mailto:michaelp@thenationalcouncil.org)

### **ISSUE OF THE MONTH: SCHEDULING A MEETING DURING THE AUGUST RECESS**

#### **Background**

Every summer, Congress takes an extended summer recess for the month of August, heading home to spend time in the district attending events, holding meetings, and connecting with constituents. This is the perfect time for you to catch up with your members and share with them the work you do and the people you serve in the district.

#### **Our Objective**

To engage the Ambassador Network with their members of Congress while the members are at home in their districts for summer recesses.

#### **Take Action!**

- **Your task:** Schedule an office meeting or site visit with your member of Congress. Need help getting in touch with district staff? [Let us know](#) and we will help!
- **Your pre-meeting homework:** Reach out to your members’ district offices now and schedule time to meet or plan a site visit. Schedules are being filled all the time so make sure you get on the calendar today! Need inspiration for a meeting topic? Check out past issues of the *Ambassador Talking Points!*

## Your Toolkit

- A [fact sheet](#) with action steps for you to take to schedule a meeting, host a site visit or attend a town hall event. We also include helpful hints to make the most of your advocacy this summer.
- A [sample letter/e-mail](#) requesting an opportunity to meet with your legislator and/or staffer.

## A Word to the Wise

- Plan for a short but effective meeting. The legislator and staff have tight schedules just like you. Come prepared to give necessary background information before you make your ask – ensuring your short time is well spent and productive.
- Take a picture with your Member of Congress! Taking a picture allows you to broadcast your meeting on your website, to the local press, and to your fellow Ambassadors. When you take a picture, send it to us so we can share it in our weekly and monthly newsletters!

## Don't Forget to Tell Us How It Went!

Once you've met with your legislators and/or staff, please provide feedback to the National Council's policy team so we can close the loop with staff the next time we meet with them here in DC. This simple step helps increase your impact and helps us measure the results of our collective efforts. **Take a moment to complete the short feedback form [here](#).**