

New Precinct Chair Guide

Step 1. GET TRAINED

- **Hands on Training**
 - **Contact Bob Hall or your local field representative to schedule one-on-one training**
 - **Advantage & NationBuilder**

Step 2. CONTACT YOUR NEAREST FIELD REPRESENTATIVE

- **Set up a one-on-one with your Field Representative**
- **Create your own precinct action plan**
- **Coordinate your activities with HCRP and surrounding Chairs**

Step 3. BLOCK WALK AND PHONE BANK

- **Knock on the doors and make the calls to win**

Step 4. RECRUIT VOLUNTEERS

- **Grow the party by finding volunteers and block captains**

Step 5. HOST EVENTS

- **Keep your volunteers engaged by hosting events starting with your first home meeting**

Step 6. GET OUT THE VOTE (GOTV)

- **Encourage your voters to get to the polls and vote Republican**

Training

Bob Hall – 281-636-9613

(Or Contact your local field rep, information below)



Hosting Events

- **Types of Events**
 - GOTV, Precinct Volunteer, Meet & Greets, Pre Caucus
- **Early Event Planning**
 - Create your own Precinct Action Plan
 - Contact your key volunteers
 - Reach out to adjacent Precinct Chairs to help host the event
 - Contact the Campaigns to get guest speakers
- **Scheduling the Event**
 - Find and book the right event venue
 - Coordinate the date with Campaign/Speakers/Guests
- **Advertising your Event**
 - Contact the HCRP to post on the calendar website
 - Prepare an event flier
 - Use social media
 - Block walk
 - Mailers
 - Phone bank
- **Event Prep**
 - Create an agenda
 - Assign tasks to your volunteers
 - Create a sign-in sheet
- **Day of the Event**
 - Bring in light snacks and drinks
 - Post wayfinding signs (yard signs)
 - Arrange the room to focus attention



Countdown to Election Day

To Do List Calendar

- **August: Time to recruit volunteers**
 - *Use NationBuilder (the volunteer database) to make new contacts*
 - *Conduct block walks for Hard R's in your Precinct*
 - *Encourage voting in the Flood Control Bond Election*
- **September: Grow and nurture your Volunteers**
 - *Host house meetings and meet & greets to better organize*
 - *Host events to keep up the momentum*
 - *Block walk to identify and register new voters with the new movers list*
- **October: Getting Out The Vote**
 - *Engage with various Campaigns to coordinate activities to GOTV*
 - *Phone bank and block walk with your volunteers*
 - *Deliver and place yard signs*
- **November: The Final Push**
 - *Knock on doors and make the phone calls to win*
 - *Encourage early voting*
 - *Pass out literature outside the polls on election day*

Harris County Republican Party Field Representative Contact Sheet

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