



TIPS FOR SUCCESSFUL MEETINGS WITH YOUR ELECTED OFFICIALS

TIP: Congressional buildings are secure and require all visitors to pass through security at entrances. At certain times of the day security delays can last 5-10 minutes. Be sure to leave yourself enough time to arrive at the legislator's office 3-5 minutes before your scheduled meeting.

During your meeting:

- Have everyone in your group introduce themselves and where they are from. Let them know you're all here as part of the National Mentoring Summit.
- Be open to chit-chat – especially if it's about things going on back home – but be mindful of your time. Hill meetings are usually brief (15-20 minutes on average).
- Come prepared to tell your story (why you care about youth mentoring) and to cover the issues MENTOR will share with you in January.
 - **TIP:** Before the meeting begins, determine who in your group will cover each topic.
- Be sure to talk about activities going on in your state and communities – Members of Congress want to learn more about what's going on in the cities and states they represent.
- Provide the legislator and/or their staff with the folder of materials provided to you at the Capitol Hill Day training.
- Be flexible! Most of your meetings will happen in the legislator's office (whether s/he is present or not). But Hill offices are hectic and you may be asked to stand in the hallway to conduct your meeting, or even hold the meeting with the legislator on the go! Roll with it.
- Allow time for questions.
- **Don't forget to snap a picture with your Member of Congress**– you're participating in the democratic process! We strongly encourage all Hill Day participants to post their pictures on social media using the hashtag **#MentorIRL**
 - **TIP:** Tag your Members of Congress in your post and thank them for their time and commitment to mentoring. Many will retweet and repost messages from constituents.