

Qualifications and Duties of an Effective CDL/SL

NARFE members in New Mexico have the opportunity to serve as either a Congressional District Leader (CDL) or Senatorial Leader (SL). The goal of a CDL or SL is to develop and maintain a constructive relationship with the member of Congress or Senator and his/her staff to further the NARFE Advocacy Program.

Required Prerequisites to be an Effective CDL/SL

- Be a constituent living in their congressional district if a CDL, or anywhere in New Mexico if an SL.
- Have an email address and access to the Internet for communication.
- Be familiar with NARFE's Legislative Agenda, how the legislative process works, the NARFE Website's Legislative Action Center, and with NARFE HQ Advocacy Staff, so you can utilize all these resources, including training and guidance from NARFE.
- Have strong oral and written communication skills, including:
 - Staying focused and on message
 - Communicating NARFE's position on issues succinctly
 - Being comfortable talking with and writing to people
 - Being polite and assertive without being aggressive
 - Remaining non-partisan and focusing solely on NARFE's legislative positions.

Duties of an Effective CDL/SL

- Keep current on NARFE's legislative priorities.
- Work with the Federation Board, the Executive VP for Advocacy, Chapter Presidents, and Chapter Legislative Liaisons/VPs for Advocacy to advance NARFE's agenda.
- Email or call your Senators and Representative periodically on relevant issues, and encourage NARFE members to do the same, particularly when requested by NARFE Advocacy Alerts from NARFE HQ.
- Cultivate personal relationships with the Senator or Representative, including:
 - Holding at least one face-to-face meeting annually with your congressional office, as well as other communications as needed (email, phone, skype, etc.)
 - Sending a thank you email or letter after meetings and instances of support for NARFE's positions
 - Inviting the Senator or Representative to speak at Federation and Chapter meetings when appropriate
 - Signing up for the Representative's or Senator's congressional newsletter
 - Regularly attending Congressional Town Hall meetings.
- Report significant interactions with congressional staff to NARFE's Advocacy Department via the Congressional Meeting or Event Feedback Form in the Legislative Action Center, or through the Federation President or Executive VP for Advocacy.
- Do NOT discuss political matters in written correspondence or while in the congressional office, such as the legislator's campaign, opponent, and NARFE-PAC contributions. If you're unsure whether something is inappropriate, don't say it or write it!

CONTACT INFORMATION FOR SLs and CDLs

The following individuals have been appointed by the New Mexico Federation President, Sharon Reese, to serve as Senatorial Leaders (SLs) and Congressional District Leaders (CDLs). The SLs and CDLs work under the direction of the New Mexico Federation's Executive Vice President for Advocacy, Mark Mickelsen, to advance NARFE's current legislative agenda and to protect and enhance Federal Employee and Retiree earned benefits.

SL for Senator Tom Udall:

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SL for Senator Martin Heinrich:

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CDL for Representative Debra Haaland, CD#1:

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