



**Polk County Republican Party
Central Committee (PCRCC)
Job Description**

Job Title	Precinct Committeeperson
Type (Volunteer or Paid)	Volunteer
References (copied from)	Republican Party of Iowa – County Leadership Manual - 2009 http://www.polkgop.com/about/officers/

Major Purpose:

As a Republican leader, the Precinct Committee Person (PCP) ultimate duty should always be WINNING elections. He or she shall work diligently to elect Republicans and to support elected Republican officials.

The PCP is an official member of the Central Committee. The Central Committee elects the Chair and Co-Chair.

The PCP is responsible for building and maintaining a strong Republican Party organization in his or her precinct. The PCP takes direction from their HDD (if one is assigned) and Committee Officers or Chairs to implement the programs designed to build the organization.

The PCP is the foundation for our organization. He or she is the closest contact with the voters.

The PCC is the communication link between the people in the precinct, the county, and state headquarters.

Duties:

- Regularly attend all Republican Central Committee meetings and be a voting member.
- Be the catalyst in your precinct for a variety of Party activities including fund-raising.
- Assist local, state, and national Republican candidates in their campaigns.
- Assist in registering to vote all Republican voters in your precinct.
- Lead the Party's organizational efforts in your precinct. Raise awareness of the party and Republican candidates at various events throughout the year.
- Assist with the get out the vote (GOTV) efforts in your precinct.



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- Assist in the recruitment of poll watchers when requested.
- Support precinct caucus:
 - Assist the county in finding a suitable location when requested.
 - Volunteer for the Temporary Chair or help recruit one.
 - Encourage caucus participation.
 - Help execute the required procedures.
- Participate as a delegate in special nominating conventions whenever a situation arises that requires the selection of a candidate to fill a vacancy on the Republican ticket

Qualifications: (Skills, Knowledge, Education, Experiences):

- Must be elected at their Precinct Caucus or appointed by the Chair and approved by the Central Committee.
- Dedicated: All other characteristics are secondary when compared to the importance of dedication to the job. (Expect 4-5 hours per month).
- Personable: Getting along with people is vitally important in political activity. You cannot afford anyone who cannot get along with volunteers, neighbors or potential voters.
- Past Leadership: People who have proven their capacity to lead either within the Party or in community affairs.

Approvals

	Chairman	Co-Chairman	Executive Committee	Central Committee
Signature	J. Bloom	W. Rogers	Majority	Majority
Date	8/25/09	8/25/09	8/13/09	8/25/09