



# League-At-Large Handbook 2024

## **Mission**

Empowering Voters - Defending Democracy

## **Vision**

We envision a democracy where every person has the desire, the right, the knowledge, and the confidence to participate.

## **Value**

We believe in the power of women to create a more perfect democracy.

Welcome to the League of Women Voters of Southeast Utah (LWVSEU), a newly organized League-At-Large. As a League member you are about to embark on one of the most important volunteer jobs you will ever have. Your commitment to the League, your willingness to carry out its dual purposes of education and advocacy, and your belief that citizens can make a difference, are the key to our success.

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# LWVUS

The League of Women Voters (LWV) is a nonpartisan, grassroots nonprofit dedicated to empowering everyone to fully participate in American democracy. With active Leagues (chapters) in all 50 states and more than 700 communities, we engage in advocacy, education, litigation, and organizing to protect every American's freedom to vote. The League is a federated membership organization that is proud to be women-led and over 100 years old, emerging directly out of the women's suffrage movement in 1920.

## Mission, Vision, Values

- Mission: Empowering voters. Defending democracy.
- Vision: We envision a democracy where every person has the desire, the right, the knowledge, and the confidence to participate.
- Value: We believe in the power of women to create a more perfect democracy.

## History

The League was officially founded in 1920, just six months before the 19th amendment was ratified and women won the vote. Formed by the suffragists of the National American Woman Suffrage Association, the League began as a "mighty political experiment" designed to help 20 million women carry out their new responsibilities as voters.

Since its founding, the League of Women Voters has evolved into a nationwide, nonpartisan, grassroots political organization that is a recognized force in molding political leaders, shaping public policy, and promoting informed civic participation.

Within any exploration of the League's history, it's critically important to understand that the suffrage movement was not inclusive of all women, and neither was the League. Black suffragists were forced to walk at the back of parades. The League deliberately created barriers for women of color to join and lead the organization. The white women who achieved power through the passage of the 19th amendment were shamefully reluctant to extend that power to other women who didn't look like them.

History cannot be left in the past — it must inform what we do today. As the League moves into our second century, we must do better.

The League today is more diverse, more inclusive, and more equitable. We know our work is stronger when all women's voices are heard. As we look to our next 100 years, we aim to build power for the next generation of women leaders and voting rights activists.

## Federated Model

LWV operates at three levels: local, state, and national. The federated structure of LWV comprises a national League and affiliated state and local Leagues that are separately incorporated. The local and state Leagues work in cooperation with the national League

under rules incorporated into their bylaws. Those who join the League become members of their local League, their state League, and the national League.

## **POLICIES**

### **Nonpartisan Policy**

The bylaws of the League of Women Voters of the United States stipulate that the League of Women Voters “shall not support or oppose any political party or candidate.”

For more than 100 years, the League has neither supported nor opposed any political party or candidate for public office to ensure that the League’s voice is heard above the tumult of party politics.

As an organization dedicated to both voter education and advocacy, the League takes strong stances on policy issues relating to voting rights, civil rights, and other issues of importance to members and the public. To learn more about remaining nonpartisan in hyper-partisan times: <https://www.lwv.org/blog/remaining-nonpartisan-hyper-partisan-times>

The League of Women Voters operates in both a 501(c)(3) and 501(c)(4) capacity. Our 501(c)(3) entity is the League of Women Voters Education Fund, which operates our voter information work. All issue advocacy work falls under our 501(c)(4) arm.

- **Dealing with Controversy**

The League’s nonpartisan stance does not mean that the League should not get involved in controversy. Someone may accuse the League of violating its nonpartisan policy because of what is viewed as a partisan position on a controversial political topic. Or a candidate may refuse to participate in a candidate forum or to provide information for a voter guide. A League will be a strong and effective political force to the degree that it can deal with and accept controversy, live with uncertainty, and avoid using its nonpartisan policy as a shield for not getting involved. Good planning, accurate information and remaining polite but firm will go a long way toward defusing such situations.

- **Coalitions**

Joining a coalition is an effective use of resources to work on an issue, yet Leagues are sometimes concerned that coalitions to which they belong may eventually endorse candidates. This need not always keep the League out of a coalition it might otherwise join, but it is important to think through the ramifications for the League’s policy of not supporting or opposing candidates for political office. If a coalition that the League belongs to or is considering joining will concentrate its activities on supporting or opposing candidates, then the League should not participate.

## **Diversity Equity, Inclusion Lens**

LWV is an organization fully committed to diversity, equity, and inclusion in principle and in practice. A DEI lens is a way of examining a program, a process, a product, etc. with regards to how it is perceived by a variety of communities, voices, and perspectives, and what, if any, barriers may exist that is preventing it from being equitable or inclusive of everyone.

## **Diversity, Equity, and Inclusion Policy (DEI)**

There shall be no barriers to full participation in this organization on the basis of gender, gender identity, ethnicity, race, native or indigenous origin, age, generation, sexual orientation, culture, religion, belief system, marital status, parental status, socioeconomic status, language, accent, ability status, mental health, educational level or background, geography, nationality, work style, work experience, job role function, thinking style, personality type, physical appearance, political perspective or affiliation and/or any other characteristic that can be identified as recognizing or illustrating diversity.

Diversity, equity, and inclusion are central to the organization's current and future success in engaging all individuals, households, communities, and policy makers in creating a more perfect democracy.

### **We Commit:**

- To prioritizing equity in the work of the LWV staff, board, and members.
- To making deliberate efforts to ensure LWV is a place where differences are welcomed, different perspectives are respectfully heard, and every individual feels a sense of belonging and inclusion. We know that by creating a vibrant climate of inclusiveness, we can more effectively leverage our resources to advance our collective capabilities.
- To increase diversity in the recruitment and retention at the national, state, and local level, and in the leadership and executive roles.

## **IMPACT ON ISSUES**

[Impact on Issues](#) is the main resource on the League of Women Voters' public policy positions. A clear understanding of LWVUS positions, how they interrelate, and how they can complement and reinforce state, local, and regional Inter-League Organization (ILO) positions, strengthens the League's impact on issues at all levels of government. Impact on Issues is designed to help League members use LWVUS public policy positions effectively at the national, state, local, and regional levels. The intention is to inspire Leagues to use national positions to act in their own communities.

## VOTE 411

VOTE411 is committed to ensuring voters have the information they need to successfully participate in every election. Whether it's local, state or federal, every election is important to ensuring our laws and policies reflect the values and beliefs of our community. <https://www.vote411.org/>

### NEW MEMBERSHIP ENGAGEMENT MODEL

On April 18, 2017, the LWVUS board approved a new membership engagement model and new local League recognition standards. It provides the beginning framework for:

1. Simplifying and streamlining internal administrative practices for state and local Leagues;
2. Focusing our organizational energy on programs that make an impact; and
3. Leveraging new interest in the organization while letting go of processes that slow us down.

State Leagues are now free to serve as the administrative hub of new League groups formed in their communities. This means state Leagues could, if they so choose, take on administrative functions, membership and record keeping, tax/IRS reporting, and other functions for new League groups or existing Leagues who so choose. In turn, the new local groups would achieve recognition by LWVUS if they met basic criteria.

#### **New Leagues should focus on these three steps to start:**

1. Understand our [nonpartisan policy](#) and our [DEI policy](#) .
2. Identify the leadership of the group and establish communication channels with the state; and
3. Engage in our mission work – through state and national programs.

#### **Criteria for LWVUS Recognition of New Leagues**

1. Leadership group, consisting of chairperson and at least 2 other members.
2. Have a non-partisanship policy, have a DEI policy, subscribe to League positions ([Impact on Issues](#)), and respect other Leagues' jurisdictions/ use name of LWV.
3. Partnership with state (or national) League to uphold business best practices to minimize risk and liability, such as IRS reporting.

## **STATE AND LOCAL LEAGUE RESPONSIBILITIES**

### **State League**

State Leagues shall assume responsibility for the organization and development of League-at-Large (LAL)/Member-at-Large Units (MALs), the guidance of inter-league organizations (ILOs), the promotion of LWV program, financial development, and such other matters as the national board may from time-to-time delegate to them.

### **League at Large/Member at Large Unit**

With the new League model, the League of Women Voters of Utah takes on administrative functions so your League can jump into registering voters, getting out the vote, educating voters, and having forums for your community. That means skipping the typical start-up steps of establishing by-laws, incorporating, seeking non-profit status, and establishing financial management policies.

## **MEMBER RIGHTS AND RESPONSIBILITIES**

The purpose of the Member Rights and Responsibilities policy is to ensure that all active members of the League of Women Voters (LWV), including Board members, members of state and local Leagues, members-at-large (MALs), and Inter-League Organizations (ILOs), are committed to maintaining the mission and integrity of LWV. The grassroots influence of LWV is strengthened by a unified understanding of the responsibilities of being a League member as well as what members can expect from LWV. The Board of Directors of the League of Women Voters of the United States (LWVUS) and its Governance Committee will review these policies from time to time and revise as needed.

### **Member Rights**

Individuals who join the League of Women Voters become part of a highly trusted, 100+ year-old organization comprised of a large grassroots network of activists, with Leagues in 50 states, plus the District of Columbia, the US Virgin Islands, and Hong Kong. LWV is committed to providing opportunities for members to amplify their individual political power by participating in local, state, and national League actions. Read the LWV Member Rights & Responsibilities to ensure a unified understanding of the responsibilities of being a League member as well as what members can expect from LWV.

Additionally, League voting members in good standing:

1. Are automatically members of their local and state Leagues and LWVUS.
2. Can join any local League they choose. However, an individual may only be a voting member of one local League and its related state League.

3. May participate in LWV-sponsored events and activities, including access to members-only opportunities.
4. Can participate in their local League's annual meetings and their state and national LWV conventions according to the bylaws of their local and state Leagues and LWVUS.
5. Elect their local, state, and national leaders according to the respective local and state Leagues' bylaws and the LWVUS Bylaws.
6. Are eligible to run for LWVUS leadership positions and leadership positions in their local and state League according to the respective bylaws.
7. Are entitled to full participation in LWV without barriers as stated in the local, state, or national Diversity, Equity, and Inclusion Policies.

### **Member Responsibilities**

To promote the success of LWV and help ensure a safe environment for collaboration, all members must:

1. Abide by the applicable rules of LWVUS and their state and local Leagues as set out in each League's bylaws and official policies.
2. Abide by the applicable nonpartisan policies when acting on behalf of LWV. LWV members are free to participate in partisan politics on their own, including campaigns and being a candidate themselves, but they must not identify themselves as a LWV member or use any League's nonpublic resources when doing so. Members in LWV leadership positions should further consult their local, state, and national LWV nonpartisan policies.
3. Abide by the applicable diversity, equity, and inclusion (DEI) policies.
4. Engage in behavior that promotes respectful discourse and refrain from physically or verbally abusive behaviors toward any LWV member, employee of any League, or members of the public when participating in LWV activities, including undertaking any duties they may have as leaders of a League, promoting LWV policy positions, or identifying themselves as LWV members. This includes online activity. LWV is committed to creating an inclusive environment for all, particularly for members of historically marginalized groups.
5. Commit LWV to action only when authorized to do so by their state or local League or LWVUS.
6. Not act in opposition to a League position or policy when authorized to act on behalf of LWV or when identifying themselves as LWV members. Members are not required to agree with all LWV positions and may choose to not participate in activities that promote positions they oppose.



7. Not make statements on behalf of LWV or purport to represent LWV through any public medium, including online media, unless specifically authorized to do so by their state or local League or LWVUS.

8. Comply with all LWVUS brand standards to protect its trademarks.

## **LWV OF UTAH (LWVUT)**

The purpose of the League of Women Voters of Utah is to promote political responsibility through informed and active participation of citizens in government and to act on selected governmental issues. LWVUT is organized and operated exclusively for charitable, educational and advocacy purposes under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

LWV policies serve as the operational guidelines for the organization. The purpose of policies is to protect and steer members as they fulfill the mission of the organization.

### **Our Goals**

*Promote Transparency & Accountability in Government:* We work to ensure a fair and equitable system that is accountable to the people.

*Ensure Voter Protection:* We work to ensure that voter enfranchisement is protected.

*Provide Voter Education:* We work to ensure the public understands and participates in government.

*Mobilize Voters:* We work to ensure that every citizen does vote. We hope to engage voters and get them to actively participate at the local, state, and federal level.

*Ensure Voter Access:* We engage in our work to make sure that every citizen can vote and that there are no barriers to full participation by all.

### **Our Issues**

Support the LWVUS Campaign for Making Democracy Work

Promote League Positions with Utah State Legislative Representatives

Promote social and economic justice, secure equal rights for all, and combat discrimination and poverty.

Promote a sustainable lifestyle to preserve a Utah environment beneficial to life, emphasizing air quality, energy issues, transportation, public land, water, seismic issues and climate change.

## **POLICIES**

### **Nonpartisan Policy**

The League's purpose is to promote political responsibility through informed and active participation in government and to act on selected governmental issues. It urges all its members to become fully informed about candidates and issues. And it encourages all members, except its directors and those members who represent the LWV before the public, to work actively in the party of their choice.

With these exceptions League members may seek an active role in the nomination of candidates for public office, run for office, stimulate public discussion of candidates and their views during the campaign, urge citizen commitment to parties and candidates by means of political contributions and, in general, take part in the political activities of their choice.

### **Conflict of Interest Policy**

This conflict of interest and nonpartisan policy applies to all elections—partisan or nonpartisan.

The conflict of interest and nonpartisan policy applies to DIRECTORS (elected appointed, acting, nominated) and MEMBERS WHO REPRESENT THE STATE LEAGUE BEFORE THE PUBLIC. With the exception of the prohibition on Board members seeking and holding public office, Local Leagues in Utah should regard these policies as non-binding guidelines.

Individual members of the League of Women Voters Board of Directors, and others affected by this policy shall bring potential conflicts with the policy to the board. It is the responsibility of the League of Women Voters of Utah Board of Directors to interpret the non-partisan and conflict of interest policy as it pertains to specific situations, and to determine the significance of other possible conflicts not addressed in the policy.

In order to protect the League's nonpartisan reputation, it is important that ALL MEMBERS of the League of Women Voters of Utah and the public understand the following:

1. The League takes a position only on governmental issues and not on candidates for elective (governmental) office.
2. The League is nonpartisan, not bipartisan. Bipartisan means representing both parties; the League represents no party. LWV Utah Non-Partisan and Conflict of Interest Policy
3. Every LWV member must take the responsibility for clearly differentiating between her personal opinions and the League position.

4. All LWV members are expected to keep their League activity and their political activity completely separate and distinct. For example, members may not distribute League materials at the same time as material for a candidate or a party. This applies to partisan and nonpartisan elections of any type.
5. The League of Women Voters of Utah shall not elect or appoint any member to the board, or to a capacity in which the League is represented before the public, who has, within the prior six-month period, held a political office or engaged in partisan political activity to the extent that she/he is publicly identified with a political party or candidate.
6. The 1972 national convention of the LWVUS recommended that board members and members who represent the LWV before the public observe the following guidelines:
  - a. The political activities of a spouse or relative of a board member are considered as separate and distinct from the activities of the board member.
  - b. Public notices released by a League announcing the resignation of a board member are carefully worded to avoid the appearance of endorsing the resigning board member's candidacy.
  - c. The League's nonpartisan reputation is sufficiently strong to ENSURE that contributions from office holders or candidates can be accepted without being misconstrued as endorsement of those donors.
  - d. Board members may have party affiliations and should certainly carry out the responsibilities of every Voter in exercising the franchise, including the responsibility to become informed about candidates and to attend precinct meetings and caucuses.

Activities in which League of Women Voters of Utah Board members and those representing the League of Women Voters of Utah MAY NOT participate include:

- Holding, or actively seeking an elective office.
- Having an official position in a party organization, or in an organization endorsing candidates for public office.
- Participating conspicuously in campaigns for individuals in such a way as to publicly identify the League member with said individual.
- Contributing conspicuously to any candidate or party in such a way as to identify the League members with the party or individual.
- Speaking at party organization meetings (attendance and voting for precinct official are allowed.)
- Carrying a petition for a school board candidate.
- Acting as host, or hostess, or taking an active part at a coffee or rally for candidates of one party. Attendance is encouraged.
- Board members may not lobby for a position that is in opposition to, or in conflict with, a League position.

## **Leadership Team Guidance**

No Leadership Team member shall run for or hold elective office.

Leadership Team members shall not undertake any action that will cause them to be identified publicly as supporting any candidate for office or any political party. The Leadership Team members shall not participate in any political campaign in any way.

A Leadership Team member may serve on any public board, commission, committee, or coalition; however, that Leadership Team member does not represent the League unless officially designated as a League representative by the League Leadership Team.

The political activities of a spouse or relative of a Leadership Team member are to be considered as separate and distinct from the activities of the Leadership Team member.

## **Member Guidance**

Members are encouraged to participate in political activities as private citizens not speaking for the League. Members should refrain from wearing League-labeled accessories (e.g., pins, hats, tote bags) when participating in political activities as a private citizen. The state board should be consulted if there is any doubt that the activities may compromise the League's nonpartisanship.

Members are encouraged to attend government meetings where they may ask questions and participate as individuals.

## **POSITIONS**

A position is a statement of the league's point of view on an issue, arrived at through member study and agreement (consensus or concurrence), approved by the appropriate board and used as a basis for league action. The positions the state league can use to authorize action are LWV Utah positions and national LWV positions.

Each Utah legislative session, the League is approached by numerous parties — other organizations, lobbyists and legislators, as well as our own members — with requests to support or oppose proposed legislation.

The first question asked when considering action on an issue is, "Does the LWV have a position on that?" No position, no action.

A secondary, but very important factor, in deciding whether to support/oppose or take action on legislation is what League members have indicated as priorities in the legislative priorities survey sent annually by the Legislative Action Committee (LAC) directors. All members are sent the survey to indicate their key concerns.

In addition, there are considerations of strategy. These are primarily questions the LWV Utah asks when determining whether to take action on an issue.

- Does the League have a position that supports the proposed action?
- Is there broad understanding and agreement among members?
- Is it a priority for the League?
- Does the League have a unique role to play or a chance to take the lead?
- Are other organizations or a coalition already working on the issue?
- Is this the best use of the League's resources (time and money) or would they be better spent on other activities?
- Is the timing right? Is the action likely in the present time frame?
- What kind of community involvement would best support the League's efforts?

### **LWV UTAH STUDIES**

Study and actions on governmental issues are the goals of the League of Women Voters. Each year, the state League, as well as local Leagues, develop a program which includes study topics - issues that individual Leagues, as well as the state League, have chosen as a priority for the current year. Each League's program arises from the suggestions of members and is adopted each year at the state's annual convention or at the local League's annual meeting.

Action may be taken only in those areas where there is a formalized position statement resulting from a study process, incorporating member understanding and agreement. All position statements must be re-adopted each year by League members at their annual meeting to remain on the program of issues for study and action.

Each level of the League conducts studies. The League of Women Voters of Utah is responsible for determining studies and subsequent actions on state issues; local Leagues are responsible for local issues. <https://www.lwvutah.org/study-the-issues>

#### **Study Team Leader**

A study team leader provides coordination, guidance, instruction and direction on a selected LWVUT study topic.

Helpful knowledge and skills

- Has a curiosity about the study topic. Need not be a subject matter expert.
- Attends Study Team Lead orientation.
- Meets with team members as a group to discuss study scope and potential team member contributions.

- Sets up team meetings as per agreed schedule.
- Communicates and organizes the focus of the study based on league practice, team member skills, team agreement on assignments and time line for completion. Accepts that as lead, you too will learn a lot.
- Has access to and basic proficiency with computer for group meetings, word processing and research.
- Possesses problem solving skills. Seeks assistance from study mentor, LWWUT Programs VP, LWWUT Board members as needed.
- Communicates clearly and regularly keeps team members informed of study progress
- Provides encouragement, information and guidance throughout the study process.
- As requested by the LWWUT Board and local leagues, coordinates post-study-briefings.
- Time commitment varies with assignments and time frame for completion. If researching information, summarizing research, organizing team and subject matter expert meetings = approximately
- 4- 6 hrs. intermittently/month.

### **Study Team Mentor**

- A study team mentor serves as a knowledgeable guide through the study process.
- Attends Mentor Briefing prior to meeting with study team.
- Attends initial study group meeting and subsequent meetings as requested.
- Educates teams on typical study processes, practices and time frame.

#### Helpful knowledge and skills

- Past experience leading an LWWUT study.
- Willing to share and educate on study practices.
- Access to and basic proficiency with computer for group meetings, word processing, research.

Time commitment will vary based on team member and team leader experience with the study process = approximately 2- 4 hrs. Intermittently /month.

### **Study Team Participant**

A study team participant is a League member who actively contributes to the team in order to complete, educate and potentially promote and present on the study topic.

#### Helpful knowledge and skills

- Has a curiosity about the study topic. Need not be a subject matter expert.
- Access and basic proficiency with computer for video meetings, word processing and research.

- Participates in scheduled team planning, progress and final production meetings.
- Listens carefully to team lead and team members; actively participates, respects ideas and aims to improve the study product.
- Completes tasks and assignments.
- Understands that they will learn a lot about the topic through team and personal contributions.

Time commitment varies with assignments and time frame for completion. If researching information, summarizing research, attending team and subject matter expert meetings, and possibly listening to recorded Utah State Legislative hearings = approximately 3 - 5 hours intermittently/ month

## **Studies**

Before members reach a position on an issue, it is essential that they have an opportunity to become informed. League studies give members an opportunity to examine the facts and discuss key points. Recent studies include: <https://www.lwvutah.org/study-the-issues>

- CURRENT WATER ISSUES IN UTAH STUDY (2023)
- GUNS IN UTAH: FIREARM LAWS AND RESIDENT SAFETY (2023)
- UTAH ELECTION PROCEDURES (2021)
- UTAH ABORTION LAWS (2020)
- TRANSFER OF PUBLIC LANDS MOVEMENT (2020)
- UTAH'S TRANSITION TO CLEAN ENERGY (2020)
- RECYCLING IN UTAH - AN EDUCATIONAL STUDY (2018)
- BALLOT INITIATIVES IN UTAH: HOW & WHY? (2020)
- PUBLIC DEFENSE IN UTAH (2016)
- RANKED CHOICE VOTING (2017)
- AGRICULTURE IN UTAH (2018)

## **LEGISLATIVE ADVOCACY**

Legislative advocacy is a cornerstone of the League of Women Voters. League advocacy is based on member study and agreement on selected issues and involves concerted efforts to achieve public policies consistent with League positions. League advocacy promotes or opposes specific pieces of legislation. We then use them to prioritize and track specific bills during the regular and interim sessions.

Interested in becoming more involved? Active members of the League of Women Voters can participate in the Legislative Advocacy Corps. If you are interested, [follow this link](#) to get connected.

## **VOLUNTEER OPPORTUNITIES**

Volunteering is a great way to learn more about the League and to work with like-minded individuals to support the work of the LWV. <https://www.lwvutah.org/volunteer-opportunities>

### **Voter Registration**

The League has several opportunities — including Naturalization ceremonies — throughout the year to assist in voter registration. We will provide you with the information to answer basic questions about registration and completion of the forms. You need the ability to meet people.

### **Democracy Class:**

League members visit district classrooms where they teach a short curriculum on civics education and voting. Students have an opportunity to register to vote during class. We offer training and teach in pairs.

### **Voters Guide/Vote411**

The League participates in VOTE411 to provide candidate information each election. Work on the VOTE411 guide will include developing questions, communicating with candidates and urging their participation. We will have other ways to engage voters and could use your help.

### **Legislative Action:**

Our Legislative Action Committee works tirelessly at the Capitol during both interim and general sessions. Our volunteers lobby only on positions the League has taken after exhaustive study.

### **Tabling at Public Events:**

Tabling events provide League information to the general public at events. Assignments include gathering the information for the table, meeting the public, providing information about the League or relevant topic.

### **Social Media/Graphic Design:**

Social media is an important tool for the Leagues to reach members and the general public. If you have experience, skills in graphic design and interest, we need you.

### **Development Events:**

Development events help the league highlight league work to raise awareness and raise funds. Committees work on specific events during the year at the local and state level.



## **Membership:**

Membership committee members help the local leagues to identify ways to engage membership by welcoming them, teaching them about the League and helping them to find ways to use their skill in our mission.

## **Natural Resources:**

Our volunteers work in tandem with community allies to support legislation that promotes wise and sustainable management of our resources while providing pathways to economic prosperity in rural Utah.

## **Member Interest Form**

*Let us know who you are and how we can better connect you to League opportunities.*

[Member Interests Survey](#)

## **THE VOTER**

LWV Utah Newsletter: <https://www.lwvutah.org/the-voter>

## **LWV OF SOUTHEAST UTAH (LWVSEU)**

The newly restructured League of Women Voters of Southeast Utah (LWVSEU), a League-at-Large Unit of LWVUT and LWVUS, is focused on Grand and surrounding counties and includes nonpartisan work with our members, volunteers, and community partners to assist with voter registration, community engagement, civic education, candidate forums, round tables, and town halls.

## **FRAMEWORK**

### **League-at-Large Unit Leadership Team**

At least five LWV members are required to form a LAL Unit. This group's Leadership Team consists of a Chair, who is the primary contact, and at least two other team members. Their roles don't have to be defined.

The Chair is the official spokesperson for the League. Official statements shall be made only by the Chair or by a member authorized by the Chair. The LAL Chair is a nonpartisan position. The LAL Chair shall not actively campaign or work in a campaign on behalf of a candidate or local ballot issue.

## Leadership Structure

Leadership Teams allow folks from different backgrounds to maximize their efforts by working together for a shared goal. We use the term “team” rather than “committee” because we want to emphasize that our goals are action-oriented.

The LWV brings effectiveness and experience at:

- Community Action
- Non-partisan voice
- Broad perspective on issues
- Informing voters
- Providing fact-based information
- Increasing transparency/accountability of elected officials

### Value of a Leadership Team Structure

- Diverse membership
- Everyone brings different expertise or point of view
- Broader geography
- Allows for discussion and debate
- More contacts to reach out to other Leagues or organizations
- Share the workload – assign roles
- Can pursue more than one interest
- Can grow – sub-teams (Program/Project Coordinators, Members)
- Communication across Leagues (webpage)

### Form a Leadership Team Structure

The first critical step to form a viable team is to find a dedicated team leader or very small groups (two or three) that agree to take that role. Some next steps that have proven effective are listed below:

#### Assume role of leader(s)

- Start out small
- Welcome everyone initially
- Look for diversity, needed expertise, and willingness to do the work
- Share all the roles initially
- Set up meetings, agendas, etc.

#### Work together as a whole team to define goals

- Realistic and doable in a reasonable time-frame
- Base goals/actions on the latest science data and facts
- Agree on strategies to achieve your goals

- Assign roles and tasks as needed
- Determine next steps

Teams will evolve depending on members' interest, what's going on in the world at the time, and what's possible.

#### Maximize Education and Engagement

- Utilize webinars and similar online engagement
- Sponsor events such as panel discussions, speakers, participation in street fairs, Blogs, Op-Eds, and or letters to the editor
- Host topical events framed as civil discourse

#### Communicate and Share

- Post relevant information on social media
- Maintain website
- Communicate with members and public (newsletters, social media, blogs, emails, and/or letters to the editor)
- Notify members of partner meetings of interest

### **Membership Structure**

Members are the support system for carrying out the mission, vision, values, and goals of the LWV. Members interested in pursuing a more active role in the league structure but who are not interested in being on the Leadership Team (LT) may want to serve in an area of expertise or interest to them, such as Voter Services, Women's Rights, Natural Resources (water, etc.). In some instances, utilizing a Plan of Work (POW) can facilitate the discussion and planning process.



Sample Plan of Work (POW)



**League of Women Voters of Southeast Utah**

**Plan of Work – POW**

**Criteria**

1. Does the POW support the Mission, Vision, Values and Goals of the LWV?
2. Are there sufficient financial resources to support the POW?
3. Is the POW clearly defined with explicit outcomes, and identified Coordinator?
4. Does the POW support the Conflict of Interest, Nonpartisan and DEI policies?
5. Does the POW require an MOU?

<b>POW NAME:</b>
<b>COORDINATOR:</b>
<b>GOAL:</b>
<b>DESCRIPTION:</b>
<b>ACTIONS AND OUTCOMES:</b>
<b>RESOURCES and LINKS:</b>
<b>MILESTONE DATES:</b>
<b>BUDGET:</b>

Notes:

## **WORKING WITH ALLIED GROUPS**

[https://my.lwv.org/sites/default/files/working\\_with\\_allied\\_groups.pdf](https://my.lwv.org/sites/default/files/working_with_allied_groups.pdf)

Coalitions or partnerships are created to bring about collective action at the national, state or local level. Leagues have worked with other organizations/groups on a broad range of issues for years; often serving in the role of chief "convener" or spokesperson.

These joint efforts help maximize the League's effectiveness on many issues by:

- Empowering organizations to pool resources and brainpower to foster more strategic and effective action
- Enabling better communication and collaboration between like-minded organizations
- Increasing diversity by bringing together new or alternative voices
- Bringing about a greater impact than organizations could make on their own
- Think about collaborating with:
- Partners with large networks of potential voters, who are willing to share information about League candidate events, voter guides, etc.
- Partners with large social media/online reach
- Partners with potential language translation or other technical ability
- Partners with whom you've already worked to do voter registration
- Partners who share an interest in combatting voter suppression or confusion in the lead-up to Election Day

LWVUS recommends forging partnerships with organizations such as the following:

- Civic/Democracy groups
- Civil rights leaders, including members of the disability community
- Academics
- Reform or transparency-minded state/local officials

Types of partnering

- Co-sponsoring education and/or advocacy events
- Membership in a consortium/collaboration
- Be a part of a lobbying group for statewide issues

Criteria for Partnering

- Messages for Collaboration must reflect League positions
- Determine who is a Good Partner
- Signed MOU with defined roles of each partner

## Sample Memo of Understanding (MOU)

**MEMO OF UNDERSTANDING**

The LWV of Southeast Utah enters into this Memo of Understanding for a partnership project with the following:

\_\_\_\_\_

The goal of this partnership is: \_\_\_\_\_

Partnership/Project start/complete dates are: \_\_\_\_\_

The LWVSEU agrees to the following: \_\_\_\_\_

The "partner" agrees to the following: \_\_\_\_\_

Signed on today's date: \_\_\_\_\_

LWVSEU Representative	Partnering Entity Representative
Print Name	Print Name
Print Title	Print Title

### Sample Good Partner Worksheet

As you identify potential new partners, keep in mind that nontraditional alliances or highly visible bipartisan efforts often gain attention and respect from the public, the media, and key stakeholders. Remember that our mission encompasses the whole community and it can be good to get out of our "traditional" or "comfort" zone. Ask the following questions and decide who to work with for the greatest impact.

- Who shares the League's goals?
- What strengths do they bring to the table?
- What function can they best serve in the partnership? (e.g., funding, media)
- What are their weaknesses?
- Other info?

### Next Steps

What Can We Do Together? Now that you have identified your best allies, pull everyone together to build a plan for success!

Step One: Set Group Goals. What are the top things you want to achieve? What will "success" look like for the work of this partnership? Agreeing upon and articulating these goals are a critical first step toward establishing a successful relationship that succeeds in having impact.

Step Two: Identify assets and needs. What does the group have or need to achieve its goals? Perhaps partnership members have great political connections, but lack tools for reaching out to key media. Ask yourself:

- What assets do you have?
- What assets do you need?

Step Three: Identify tasks and share the work. Be as specific as possible and remember that working with partner organizations can create a myriad of "bite-size" leadership development opportunities.

Evaluate your partnership and celebrate your accomplishments. What is working? What isn't? Where should the partnership re-focus its energy moving forward? Make sure the media, the public, and state officials know what you've done to help improve democracy in your community. While you're at it, make sure all partners—including the League!—are properly credited for their contributions

## **SUPPORT THE LEAGUE OF WOMEN VOTERS**

The League of Women Voters was founded as a successor organization to the National American Woman Suffrage Association by Carrie Chapman Catt in 1920, just six months before the 19th Amendment to the U.S. Constitution was ratified, giving all American women the right to vote after a 72-year fight for women's suffrage.

The League's goals were twofold: to prepare women to be informed voting citizens, and to promote the social legislation characteristic of domestic politics such as advocating for better working conditions for women, child labor legislation, and prison reform.

### **In Utah**

Carrie Chapman Catt spoke at the Conference of Women Voters held in the Salt Lake Tabernacle 17 November 1919, which was sponsored by the Utah State Suffrage Council (then presided over by Utah feminists Emmeline B. Wells, Emily S. Richards, among others). Three years later, 18 women gathered in the Ladies Parlor of the Hotel Utah for the first regular meeting of the Utah League of Women Voters. Leah Dunham Widtsoe (wife of LDS Church Apostle John A. Widtsoe), was elected as State Chairman, and each member paid \$1 in dues.

## Join

By becoming a member of the League of Women Voters of Southeast Utah League at Large, you join a network of activists at the local, state, and national level.

As a tax deductible 501(c) 3 non-profit organization, the LWV depends upon membership dues and donations to carry out its mission to *Empower Voters and Defend Democracy*. You can join/renew online at: <https://www.lwvutah.org/mal-joinrenew> .

## Donate

The League of Women Voters of Utah is a 501(c)(3) grassroots non-partisan political organization, which is run through the generosity of grant programs and donors, as well as the hard work of our volunteers at the state and local levels.

If you wish to donate undesignated funds to the League of Women Voters of Southeast Utah go to: <https://www.lwvutah.org/southeast-utah>

## ADDITIONAL RESOURCES

- The Suffragist Playbook: Your Guide to Changing the World Video <https://www.youtube.com/watch?v=FosZ0auxzpY>
- Building the League of Tomorrow [https://www.lwv.org/sites/default/files/2018-05/yp\\_toolkit\\_final.pdf](https://www.lwv.org/sites/default/files/2018-05/yp_toolkit_final.pdf)
- Membership-Leadership Development Handbook: Tools You Can Use [https://www.lwv.org/sites/default/files/2018-05/mld\\_handbook\\_full\\_0.pdf](https://www.lwv.org/sites/default/files/2018-05/mld_handbook_full_0.pdf)
- State and Local League Request Form for Federal Advocacy and Litigation <https://www.lwv.org/federal-action-request-form>