

Clerks

- If Presiding Judge is absent, board members elect a temporary PJ and call Clerk's office
- Helps setup polling location
- Processes voters on laptop poll book
- Issue's ballots to voters and instructs them on how to properly fill out the ballot
- Provides necessary support and assistance to voters
- Helps collect and organize voter permits throughout the day
- Helps to close the polling location at the end of the night

** No applicant is guaranteed an assignment. Assignments are made based on need and in accordance with state statute. The Bureau of Elections can dismiss an individual for failure to attend training, misbehavior, poor customer service, neglect of duty, or insubordination, etc. Applicants must attend mandatory training and work as assigned to receive a training stipend. Failure to complete inperson training and/or failure to report to the assigned polling location disqualifies an individual from receiving any compensation for services. Presiding Judges and Machine Judges must have transportation to deliver election materials to the County Clerk's Office on Election Night. Poll Officials work an average of 12.5 hours a day during Early Voting and 15 hours on Election Day. Compensation of \$600 or more in a calendar year is subject to tax withholding. Poll Officials are paid 30 days after an election by mail. By submitting this application, you agree to have read, understand and accept the Notice to Applicant, qualifications, and wish to submit an interest form to serve as a Poll Official for an upcoming election.