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SURRY COUNTY BOARD OF ELECTIONS

201 E. KAPP STREET, DOBSON, N.C. 27017

PRECINCT OFFICIALS

More often than not, the interaction that a voter has with precinct judges on Election Day may be the only contact that voter has with our office. Precinct officials are a direct reflection of proper training and endless preparation that makes the entire democratic process successful!

In this context, “poll workers”, “precinct officials”, and “judges” all refer to you, the people hired by our office to work inside the polling location on Election Day. A minimum of three people are required by state law to operate a polling place; a **Chief Judge**, and two **Judges**, one Democrat and one Republican. Each of these positions serves a two-year term, beginning in August, and are recommended by their respective party chair, and thusly appointed in odd-numbered years by the elections board. Larger voting precincts may require Assistant Judges, which may be hired in even numbers with one from each political party where possible; or Student Election Assistants (17 yr. olds) to assist in higher turnout elections.

All officials are required by NC Law to attend a training class before each election. This class is usually held within a month prior to the date of the election, by our staff. All officials are paid for mandatory attendance and election day service by the end of the month following the election. All Judges receive the same training and are held accountable for the same knowledge concerning voter laws and procedures. ***YOU ARE RESPONSIBLE FOR BEING PREPARED!***

Position	Elect. Day	Training	Eligible for Mileage?	Total Pay Per Election
Chief Judge	\$175	\$30	\$20 flat rate (x2) for required supply trips; & out-of-precinct miles, if applicable	\$245.00
Judge	\$155	\$30	out-of-precinct miles, if applicable	\$185.00
Asst. Judge	\$135	\$30	out-of-precinct miles, if applicable	\$165.00
Student Asst.	\$135	\$30	out-of-precinct miles, if applicable	\$165.00

All poll workers are required to work together as a team and are expected to speak up if another worker is doing something wrong. Everyone must be familiar with processing voters correctly on the laptop at the registration table, as well as setting ballots on machines for voters, and will be tested on various procedures. ***You may be held legally liable for your actions!***

All officials normally arrive at the polling place at 5:30am Election morning. NC Law requires continuous presence of all officials throughout Election Day; therefore, no one is allowed to leave the precinct until after the polls close at 7:30pm and all shutdown procedures have been completed together. You should pack your lunch, snacks, drinks, and any needed medications for the day.

ALL judges MUST attend training in order to work at a precinct on Election Day.

PRECINCT OFFICIALS - Traits & Requirements:

E **EFFECTIVE COMMUNICATOR** Officials must be able to speak clearly and diplomatically with voters, listen and hear what the voter is saying in a distracting environment, and translate the voters' information into a written or typed format. Effective communication skills are essential when explaining options to voters. **SOCIALIZING WITH YOUR NEIGHBOR IS NOT BEING AN EFFECTIVE WORKER!**

L **LIFT 50 LBS** Precinct supply boxes and voting equipment are heavy and require careful handling. All officials must assist in unpacking, organizing and repacking items for transport.

E **EFFICIENT & ORGANIZED** To avoid long lines of stressed-out voters, the fastest typist should remain at the registration table laptop, especially during busy times of the day. Voters expect us to know how to direct them in the process of casting their ballot; they expect us to have the necessary items available at our fingertips to allow them to vote quickly with no issues. Excellent organization is key to efficient efforts.

C **CONTINUOUS PRESENCE** A poll worker may not leave the polling site and be allowed to return at any point on election day according to NC law to preserve the integrity of the election. If an official must leave for any reason they are not allowed to return, and our board will send an immediate replacement.

T **TEAMWORK & TRAINING** All poll workers have a responsibility to work together to give each voter their inalienable right to cast a ballot without fear or prejudice. We have a duty to uphold the laws of this state and to educate voters about those ever-changing requirements. One team united with a common goal to swiftly process each voter according to detailed training.

I **INSTRUCT & EDUCATE** As each precinct official has been trained to instruct voters on the law, we are also charged with educating the general public on the options available given various individual scenarios. The typical voter may be unaware of changes in the law; you are trained to answer their questions or give the phone number for the Board of Elections Office.

O **OBSERVANT** Poll workers must be ever observant to enforce appropriate behavior inside the voting enclosure and outside the entrance to ensure that everyone adheres to the laws posted.

N **NEUTRAL** Poll workers are sworn to remain non-partisan; leaving their own political views and opinions at home. Officials must serve all voters without favor and show no form of bias or discrimination. We are required to treat each person in exactly the same way; the public is always watching to make sure that everyone is being treated equally and in a respectful manner.

S **SERVANT** There's a certain level of compassion demonstrated for our fellow American to provide the highest level of customer service in promoting democracy. Precinct officials must enjoy working with the public. Election Day is a very long and physically demanding day with little time to lend attention to one's self; therefore, **preparation is absolutely crucial!**