

POLL WORKER FAQS

- **What are the requirements to be a poll worker?**
 - Be at least 18 years of age on Election Day.
 - Be a U.S. citizen and registered to vote in California or be lawfully admitted for permanent residence in the United States.
 - Be able to speak, read, and write the English language.
 - Have reliable transportation to and from assigned vote center.
 - Complete two or three days of required in-person training, depending on assignment.
 - Assist in the set-up and clean-up of a vote center prior to and one day after Election Day.
 - Be willing to work from 7:30am to 5:30pm up to 11 days prior to, and 6:00am to approximately 10:00pm on Election Day.
 - Operate electronic election equipment (i.e., laptop, ballot marking device, electronic roster, and printer)
 - Work within and ensure compliance with health and safety guidelines.

- **Are there additional responsibilities specific to being a poll worker?**

A. **Precinct Inspector** (PI) Must have previous County of San Diego poll worker experience as a Technical Inspector.

This is a volunteer assignment paid by stipend 30 days after Election Day. A Precinct Inspector assists a Site Manager in conducting the operations of a vote center, while providing excellent service to a diverse voter population. A Precinct Inspector must be a team player, exhibit multi-tasking skills, professionalism, patience, flexibility, and integrity at all times. PI will assist the Site Manager to lead a team in the operations of a fast-paced vote center using up-to-date election technology. PI must represent the Registrar of Voters in a professional and non-partisan manner.

- Obtain a background check clearance in compliance with ROV requirements.
- Assist Site Manager in the oversight of a team of Technical Inspectors at assigned vote center.
- Assist Site Manager to direct facility set up and closure and ensure daily sign in and out of Technical Inspectors.
- Safely and securely transport voted ballots in compliance with chain of custody procedures to your designated drop-off location after each night of voting.
- Understand important details and concepts of election procedures to accurately convey information.
- Complete two consecutive days of poll worker training and one additional day of training with Site Managers.
- Be available to work every day of a multiple-day assignment, including weekends.
- Communicate effectively with vote center team, public, and ROV staff and management.
- Handle and resolve difficult situations in a positive manner.
- Willingness to perform other duties as needed.
- Ensure health and safety practices are followed at the vote center.
- Continual walking, standing, turning, bending, simple grasping, reaching above and below shoulder level, and lifting and carrying objects weighing up to 30lbs.
- Ensure all voters and visitors have a positive voting experience.

B. **Technical Inspector** (TI)

This is a volunteer assignment paid by stipend 30 days after Election Day. A Technical Inspector follows election procedures and operations at a vote center, while providing excellent service to a diverse voter population. A Technical Inspector must be a team player, exhibit multi-tasking skills, professionalism, patience, flexibility, and integrity. Under the oversight of a Site Manager and Precinct Inspector, TI's assist voters at a fast-paced vote center using up-to-date election technology and must represent the Registrar of Voters in a professional and non-partisan manner.

- Serve as the expert on setting up, operating, and troubleshooting electronic ballot marking device (BMD); includes activating ballots.
- Manage lines and accept voted ballots, including mail ballots, while ensuring voter privacy.
- Accurately follow procedures when greeting and directing voters to designated stations.
- Rotate from various stations and perform other duties as needed.
- Continual walking, standing, turning, bending, simple grasping, reaching above and below shoulder level, and lifting and carrying objects weighing up to 30lbs.
- Be available to work every day of a multiple-day assignment, including weekends.
- Understand important details and concepts of election procedures and equipment to accurately assist voters.
- Handle and resolve difficult situations in a positive manner.
- Follow health and safety practices as required.
- Safely and securely transport voted ballots with a Precinct Inspector to your designated drop-off location after each night of voting.
- Ensure all voters and visitors have a positive voting experience.

- **Does the Registrar of Voters provide training or any resources to poll workers to ensure confidence on Election Day?**
 - Poll Workers attend at least 2 days of training where they are cross trained and therefore can serve as resources for each other.
 - Poll Worker Manual is provided for easy reference and outlines the duties and procedures for Election Day scenarios.
 - Poll Worker Hotline is staffed with experts, available prior to and on Election Day.
- **Can I be assigned as a bilingual poll worker?**
 - Yes, the Registrar of Voters encourages you to apply if you speak a language in addition to English.
 - Bilingual poll workers are assigned to assist voters in the mandated Federal, State, and County languages.

Visit sdvote.com to submit a poll worker application or for more details, contact the ROV:

Phone: (858) 565-5800

Email: Pollworker@sdcounty.ca.gov

Applying to serve as a poll worker does not guarantee an assignment. The Registrar of Voters may refuse/revise assignments as needed.