

POLL WORKER FAQs

1. What are the requirements I must meet in order to serve as a poll worker?

- Be at least 18 years of age.
- 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 voting location.
- Complete two (*consecutive*) days of required in-person training.
- Be available to assist in the set-up and clean-up of a voting location prior to and one day after Election Day.
- Be willing to work from 7:30 a.m. to 5:30 p.m. up to 11 days prior to, and 6:30 a.m. to approximately 10:00 p.m. on, Election Day.
- Operate election technology (i.e., laptop, ballot marking device, electronic roster, and printer)
- Understand and be willing to perform the poll worker responsibilities outlined below.
- Work within and ensure compliance with health and safety guidelines.

2. Are there additional responsibilities specific to poll worker positions? Yes.

A. **Precinct Inspector** (PI), \$17.61/hr. (Must have served as a poll worker in November 2020 or September 2021)

The role of a Precinct Inspector is to assist a Site Manager in the operations of a vote center for the upcoming election, while providing excellent service to a diverse voter population. This is a temporary position. The ideal candidate 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 staff 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.

- Assist Site Manager in the oversight of up to 10 Technical Inspectors at assigned voting location.
- Assist Site Manager to direct facility set up and closure and ensure daily sign in and out of staff.
- Understand important details and concepts of election procedures to accurately convey information to staff and voters.
- Ensure health and safety practices are followed at the vote center.
- Communicate effectively with staff, public, and management.
- Handle and resolve difficult situations in a positive manner.
- Perform other duties as needed.
- Continual walking, standing, and lifting/carrying objects weighing up to 30lbs.
- Safely and securely return voted ballots in compliance with chain of custody procedures to collection site after each night of voting.
- Ensure all voters and visitors have a positive voting experience.

B. **Technical Inspector** (TI), \$15.00/hr.

The role of a Technical Inspector is to follow election procedures and operations at a vote center for the upcoming election while providing excellent service to a diverse voter population. This is a temporary position. The ideal candidate must be a team player, exhibit multi-tasking skills, professionalism, patience, flexibility, and integrity at all times. Under the oversight of a Site Manager and Precinct Inspector, TI's will 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 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.
- Sit and stand for long periods of time.
- 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 return voted ballots in compliance with chain of custody procedures to collection site after each night of voting.
- Ensure all voters and visitors have a positive voting experience.

3. Does the Registrar of Voters provide any resources to poll workers to ensure confidence on Election Day? Yes.

- Poll Workers 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.

4. Bilingual?

- Federal laws currently require language assistance to be provided in Chinese, Filipino, Spanish, and Vietnamese. The Registrar of Voters encourages bilingual poll workers to support other community members who may request assistance.

5. How do I apply to serve as a poll worker? Visit sdvote.com for information and [Poll Worker Application](#) to submit an online application

For questions or additional details, call or visit: ROV Poll Worker Department, 5600 Overland Ave., San Diego, CA 92123
Phone: (858) 565-5800 Fax: (858) 505-7299 Email: Pollworker@sdcountry.ca.gov

Applying to serve as a poll worker does not necessarily guarantee a position. The Registrar of Voters may revise assignments as needed.