

**Albemarle County,
Virginia**

**2008 Election Year
Schedule**

Nov. 4, 2008

General Election:

President

U.S. Senator

U.S. Representative

Polls Open: 6:00 a.m.

Polls Close: 7:00 p.m.

**Albemarle County Department of
Voter Registration and Elections**

1600 5th Street (5th Street Office Bldg)

Charlottesville, VA 22902

Phone: 434-972-4173

Fax: 434-972-4178

Mailing address:

PMB 404

536 Pantops Center

Charlottesville, VA 22911

Electoral Board Office:

401 McIntire Rd. Room 131

Charlottesville, VA 22902

Phone: 434-296-5863

Fax: 434-972-4143

Web site: www.albemarle.org/registrar

Email: VoterRegistration@albemarle.org

Visit our web site for information about:

- ★ Voter Registration
- ★ Precinct and Polling Places
- ★ Upcoming Elections
- ★ Absentee Voting
- ★ Elected Officials
- ★ Election Results
- ★ Links to Related Web Sites
- ★ Downloadable Forms

**The Office of the General
Registrar is open
Monday – Friday
8:30 a.m. to 5:00 p.m.**

**ALBEMARLE
COUNTY**



**LOCAL
GOVERNMENT
AND
SCHOOL DIVISION**

**EMPLOYEES AS
VOLUNTEER
POLL WORKERS
PROGRAM**

*By working at the polls,
you will be supporting the
democratic values on which our
nation was built.*

Albemarle County Government and School Employees as Poll Workers Program

The County Employees as Volunteer Poll Workers Program was created to offer both a unique learning experience and a community service opportunity to all County personnel while alleviating the critical shortage of poll workers on Election Day.

Eligible employees who choose to volunteer as poll workers can do so by using paid civil leave. County employees will also receive the standard poll worker stipend. Poll workers are paid as follows: Election Officer - \$155 for the day; Assistant Chief - \$180 for the day; Chief Election Officer - \$205 for the day. An additional \$10 will be paid for attending each required election official training class. New poll workers are required to attend two training sessions. Chiefs and Assistants also are required to attend two training sessions. Veteran election officials (poll workers who volunteered last year) are required to attend one training session.

Poll workers must be fully capable of performing required duties in a mature and pleasant manner and be of good moral character. Additionally, poll workers must agree to represent either the Republican or Democratic Party; Party membership is not required.

Employees participating in this program must meet the following requirements:

Obtain the approval of his/her supervisor. An employee who wishes to volunteer will be required to first obtain the approval of his/her supervisor. If paying another employee or paying compensatory time (i.e., hiring a substitute/temporary worker or paying overtime to another employee) would be necessary to cover the volunteering employee's shift and/or responsibilities, then the employee is not eligible to volunteer.

Be registered to vote in the Commonwealth of Virginia and cannot be an employee of an elected official or the Electoral Board and General Registrar. Employees can register to vote at the Office of the General Registrar located in the 5th Street County Office Building from 8:30 a.m. to 5:00 p.m. Monday through Friday. For more information on voter registration or to download the registration form, go to www.albemarle.org and select **Voter Registration**, or call the Registrar's Office at 434-972-4173. Forms are also available in Room 131 of the County Office Building on McIntire Road and at the receptionist's desk near the visitor's entrance.

Attend training class(es). Training dates for 2008 are October 15th, 16th, 21st, 22nd, 23rd, and 25th, and will be held in Conference Room A at the 5th Street County Office Building. Classes will begin at 6:00 p.m. Employees cannot charge regular hours or overtime to the County to attend training. Class dates are assigned by position and precinct. More information will be provided upon acceptance into the poll worker program.

Agree to serve the entire day. Polls open at 6:00 a.m. and close at 7:00 p.m. Employees must arrive at the assigned polling location at 5:00 a.m. and remain there until all work has been completed, which is at least 8:00 p.m. or later. Please note that the compensation for being a poll worker is paid civil leave and the poll worker stipend. Employees will not be paid any overtime compensation for any hours worked as a poll worker in addition to regular Albemarle County responsibilities.

To participate in this program, please contact the office of the Electoral Board at 434-296-5863 or email the Elections Manager at cschermerhorn@albemarle.org.