

Election Officials Needed in Albemarle County

The Albemarle County Electoral Board needs registered voters to serve as Officers of Election in the polling places on Election Day and during the 45-day Early Voting period. This community service requires good reading, writing, and public relations skills. It also requires the strength to assist with polling place set-up and the stamina to endure a long day. Election Officials receive \$165.00 for working on Election Day. Workers must attend at least one training session and receive an additional \$10.00 for each session attended.

Each Election Officer must:

- ✓ Be a registered Virginia voter
- ✓ Be available from 5 AM to about 9 PM on Election Day
- ✓ Enjoy meeting people and serving the public
- ✓ Possess detail-oriented skills, take direction well, and be able to ignore distractions

An Election Official must not:

- ✓ hold any elective office, or
- ✓ be the deputy or employee of an elected official

Election Official tasks:

- ✓ Set up polling places for the election
- ✓ Check voters' names off precinct lists
- ✓ Provide assistance and instructions in using voting machines
- ✓ Tabulate results at close of polls
- ✓ Clean up the polling place

If you feel you are qualified and are interested in serving, please complete the following information, fold, stamp, and mail this form to the address on the back or deliver to the Albemarle County Elections Office at 1600 5th Street Ext. Charlottesville, Virginia 22902. You may also submit your form electronically by fax: (434) 972-4178 or email electionmanager@albemarle.org. Please call 434-972-4173 with any questions. Election Official appointments are made by the Albemarle County Electoral Board, which is the sole judge of qualification and eligibility.

Albemarle County is an Equal Opportunity Employer.

Name: _____ **Date of Birth:** _____

Address: _____

City: _____ **Zip:** _____ **SSN(last4):** _____

Phone: Cell: _____ **Home:** _____

email: _____

Work/Volunteer Information: _____

Are you willing to serve in a nearby precinct if needed? Yes _____ No _____

Place 1st
Class
Postage
Here

Albemarle County Elections Office
435 Merchant Walk Square, Suite 300
PMB 160
Charlottesville, VA 22902