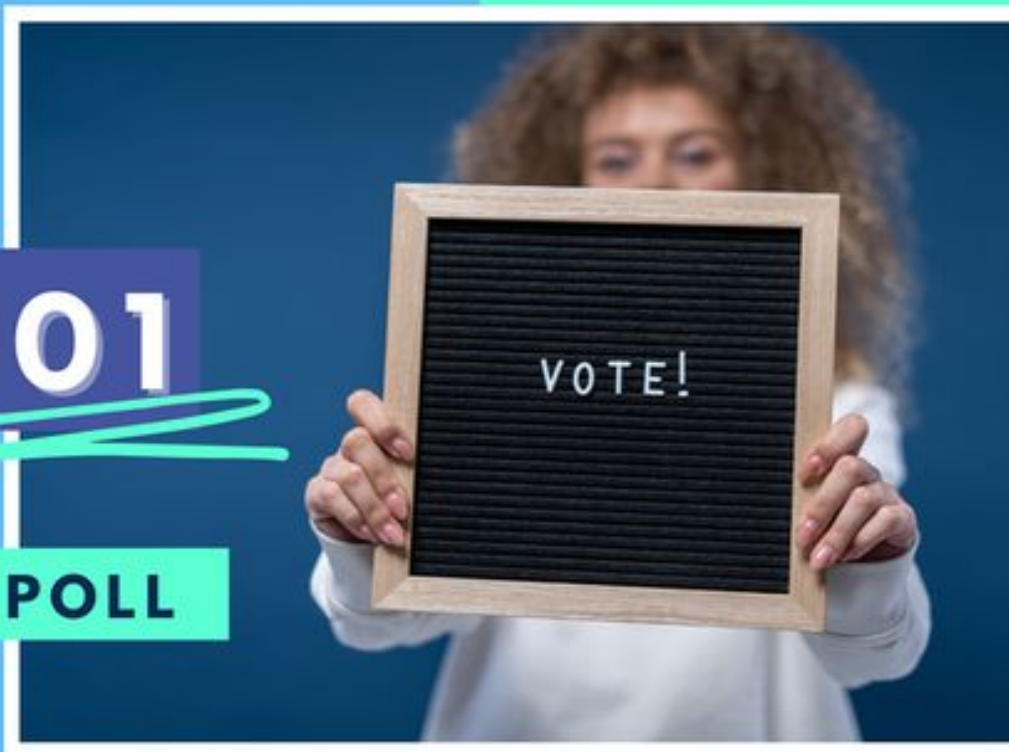


INFO SESSION

POLL

WORKER 101

SO YOU WANT TO BE A POLL
WORKER?



Objectives

- Get a feel for the job
- Ask any questions you'd like
- Decide if this is right for you

we
vote

THE VOTER
LWV LEAGUE OF WOMEN VOTERS®
OF PHILADELPHIA

Who are we?

We're the Committee of Seventy & the League of Women Voters of Philadelphia.

We're voters. Combined, we're 218 years old, and we believe that when more people vote, and are better informed, democracy wins. Since 1904, C70 has led the effort in Philadelphia (and now, beyond the city) to make our government more representative, transparent, and accountable. The LWV started shortly before the passage of the 19th Amendment in 1920.

Both orgs have been—and continue to be—nonpartisan civic leaders, and together with our partners, we're here to provide citizens with everything they need to vote in 2023, and every year after.

The Basics

- Poll workers are Democracy's essential workers
- Poll workers will be compensated for their time and effort by the county
- Thank you for exploring ways to ensure that your community's voice is heard

Poll Worker FAQ

- What is a poll worker?
- What do poll workers do?
- How do I know if I'm qualified?
- Do I get paid?
- Why do we need poll workers?
- What makes this election different?
- How can I learn more and sign up to be a poll worker in Philadelphia?
- What if I live in New Jersey or a Philadelphia suburb and want to volunteer?

Visit seventy.org/become-a-poll-worker for these answers and more!

Election Board

Ideally **five people** on an election board:

- Judge of Elections
- Majority inspector
- Minority inspector
- Clerk
- Machine inspector (1-2)
- Poll workers should learn and be prepared to do any job of fellow board members, especially in the case of an emergency.

Election Board Positions

Judge of Elections

- Oversees all Election Day activities & personnel
- Opens and closes the polls
- Responsible for paperwork at polling station
- Pick up and deliver election supplies
- Swear in other poll workers on Election Day morning

Majority Inspector

- Works closely with the Minority Inspector
- Manage poll books
- Issue ballots to eligible voters
- Named “Majority” because they are the Inspector receiving the most votes at the election

Minority Inspector

- Works closely with the Majority Inspector
- Manage poll books

Election Board Positions

Minority Inspector (cont.)

- Hold “Envelope B”, a sealed envelope of Election returns, for 2 years after election

Clerk

- Assist with the operations of the polling location
- Track the number of voters
- Check in voters

Machine Inspector

- Handles the opening and closing of the voting machines
- Activates the machine for voters to cast their ballots
- Maintain voter privacy as they vote

Compensation

- Some counties pay as much as \$30 for attending an official training session and taking the assessment.
- Current Rate ranges from \$110 - \$200
- Can take several weeks to receive payment.

Who Can Be A Poll Worker?

[WeVote Poll Worker FAQ](#)

- You can only be a poll worker in the **county** where you are registered to vote
- Cannot be a federal, state, or city employee (**this includes school district employees**)
- Committee people can be poll workers **but must remain politically neutral on election day**
- All poll workers must be able to remain politically neutral on Election Day, (even what you are wearing!)

17 yr olds can be poll workers!

To Apply

- Download the form from vote.phila.gov
- Review the requirements
- Sign it, and get your principal & parent/guardian to also sign.

Must Attend the Training

- Official City trainings are now available online.
- If you're 17, you must complete the training & assessment.

Filling Vacancies

- Board of Elections typically makes **hundreds or thousands of confirmation calls & emails** to current workers
- They are determining vacancies that need to be filled as they make these calls
- When will they call me back? Can I request my own division? Can I be placed with a friend? Can I request a particular position?

What Do Poll Workers Do?

Beginning of day

- Arrive by 6:00am
- Set up tables, flow of the space, hang required signage and posters
- Unpack and account for materials
- Set up voting machines
- Receive instructions from Judge of Elections and clarify roles for the day

Throughout the Day

Polls open from 7am - 8pm

- Greet voters at check-in table
- Verify voters names in the poll book
- Help voters with specific questions and needs
- Explain how the machine works
- Manage lines

End of the Day

Closing the polls - Could be a late night!

- Polls do not close until the last person who was in line by 8pm has voted.
- Follow checklist procedures for shutting down machines.
- Complete paperwork, including payroll.
- Prepare and give materials to BoE workers and police.
- Take down tables, tidy polling location.
- Organize materials and deliver to the county election office

Bilingual Interpreters Needed!

- Prospective Bilingual Interpreters must attend a training seminar held by the Office of the City Commissioners prior to the first election for which they are assigned. **Pay for Bilingual Interpreters ranges from \$95 to \$295 for working on Election Day plus an additional funds for attending training.**
- Bilingual interpreters can serve in two divisions at the same polling location OR serve as a member of the election board (except Judge of Election) and as a bilingual interpreter on the same board.
- Training for interpreters will be available in person and online.

Who Will Teach Me All of This?

Board of Elections Training

- Required 1 hour virtual training video with short assessment at the end.
- Sign up at vote.phila.gov

Committee of Seventy and The LWV - Two Additional Sessions

- Poll Worker Procedures: Details of the day - Common scenarios, reviewing set up, helpful checklists
- Q&A with Veteran Poll Workers

Other Poll Workers

- [Poll Worker Caucus](#)
- On the job learning on Election Day!

This sounds like a lot!
Why do it?



Keep Your Eyes on The Prize!

- You are enabling **Democracy** to exist in the United States!
- Elections cannot happen unless there are enough poll workers to make it happen, and shortages mean long lines and other issues for voters.
- More poll workers mean quicker processing of voters. The faster the processing, the shorter the lines, and the less chance there is that people will get out of line and not vote.
- **Ask yourself:** Is the value to society of this work worth the uncertainty you may have to contend with? (We certainly hope so!)

Be an Election Protection volunteer!

- EP volunteers are utilized **outside of polling locations** to help answer questions, make sure people are at the right polling location, make sure their voter registration is up to date, help arrange rides for people at the wrong location.
- Basically just screening for barriers or challenges before people wait in line to go into the polls, saving people time.
- They want **full-day shifts**, but it is more flexible than being a poll worker.

Vote by mail in 2023

- It's a good idea for poll workers who are not assigned to their own precinct.
- <https://www.pavoterservices.pa.gov/OnlineAbsenteeApplication/#/OnlineAbsenteeBegin>

How To Sign Up

To be a poll worker, sign up at:

palwv.org/become-a-poll-worker

Thank You!

Committee of Seventy

League of Women Voters of Philadelphia