



## **SOMERSET COUNTY BOARD OF ELECTIONS**

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### **BECOMING A SOMERSET COUNTY POLL WORKER**

#### **QUALIFICATIONS**

- You must be a registered voter or a United States Citizen and a resident of Somerset County who is 16 or 17 years of age and has written permission of his or her parent or guardian.
- You must work at a polling location in the county where you are registered.
- The applicant must possess the following qualifications: eyesight, with or without correction, sufficient to read nonpareil type; ability to read the English language readily; ability to add and subtract figures correctly; ability to write legibly with reasonable facility; reasonable knowledge of the duties to be performed by the applicant as an election officer under the election laws of this State; and health sufficient to discharge his or her duties as an election officer. N.J.S.A 19:6-2b(5).

#### **DUTIES**

- Typically, four poll workers, (two Republicans and two Democrats), serve on a District Board.
- Poll workers must arrive at 5:15 AM on Election Day to set up and will declare the polls open on time (6:00 AM).
- Poll workers will elect a Judge and an Inspector, one who must be a REPUBLICAN and one who must be a DEMOCRAT.
- A majority of the District Board must be present at all times. One member may be absent at a time for 1 hour between 1:00 PM and 5:00 PM.
- Poll workers will identify and repeat the name and address of each voter so that all may hear. Poll workers will check the Registration page for each voter to see if there are any special instructions.
- Poll workers will make sure that each voter completes a voting authority.
- Poll workers will check the machines periodically to make sure that campaign literature is not left inside and that all systems are in order.
- Poll workers will remain at the polling location until the close of the polls and will perform all necessary steps in shutting down the voting machine.
- One poll worker will be charged with obtaining and signing for the supplies and returning the supplies to the municipal clerk after the close of the election. This person will receive additional compensation.
- Poll workers will at all times be FAIR, HELPFUL, COURTEOUS AND FAMILIAR WITH ELECTION LAW AND PROCEDURE.

## **TRAINING**

- All poll workers are now required to attend a class every other year. Failure to comply will reduce the Election Day compensation to \$50.00

## **COMPENSATION**

- Primary and General Elections – Each poll worker will be compensated in the amount of \$200.00 for the Election Day from set-up to closing. The poll worker who obtains the supplies for their assigned district prior to the opening of the polls will be compensated the additional amount of \$12.50 (if two poll workers from the same district perform this task, they will be compensated in the amount of \$6.25 each) The poll worker who returns the supplies after the close of the polls will be compensated the additional amount of \$12.50 (if two poll workers from the same district perform this task, they will be compensated in the amount of \$6.25 each).
- School Elections – Each poll worker will be compensated in the amount of \$14.29 per hour to be paid by the board of education of the school district conducting the election. Each board of education office determines the hours of their school election