



# City Of Burnsville

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[www.burnsville.org](http://www.burnsville.org)

**FOR IMMEDIATE RELEASE**

April 5, 2018

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City Clerk

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## **ELECTION JUDGES NEEDED FOR AUG. 14 PRIMARY AND NOV. 6 GENERAL ELECTIONS**

*Serve Your Community, Learn More About the Election Process – and Get Paid!*

Election Judges are essential to the voting process. Trained officials are needed to serve voters at polling locations, administer election procedures and ensure that voter rights are protected.

Election judges are paid between \$10 and \$12 per hour (including training) to perform duties such as:

- Managing a polling place (Co-Chair)
- Greeting voters, directing traffic and ensuring people are in the correct precinct
- Signing in registered and non-registered voters using **new PollPad electronic pollbooks**
- Providing and explaining ballots
- Overseeing the ballot counter and handing out “I Voted” stickers
- Setting up and closing down polling places
- Certifying polling place results

Election judges are required to attend training, and must meet the following qualifications:

- Eligible to vote in the State of Minnesota
- Able to speak, read and write the English language
- Cannot be a spouse, parent, child or sibling of an Election Judge serving in same precinct
- Cannot be a candidate or the spouse, parent, child, sibling or live in the same household as any candidate on the ballot in the same precinct

By law, employers must provide paid time off to serve as an Election Judge when given at least 20 days written notice (some exceptions apply).

To apply to become an Election Judge visit [www.burnsville.org/elections](http://www.burnsville.org/elections) (click “Election Judge” on left).

First consideration will be given to those who apply by Friday, May 25. With questions, contact the Burnsville City Clerk’s office at 952-895-4490.

*(Election Judge Flyer Below)*



# Serve Your City as an Election Judge



## Why Serve?

Election Judges are essential to the voting process. Trained officials are needed to serve voters at polling locations, administer election procedures and ensure that voter rights are protected.

As an Election Judge, not only will you be serving your community and learning more about the election process – but you will also get paid!

**Election Judge Wages:** \$10/hour

**Co-Chair Wages:** \$12/hour



## What Will I Be Doing?

There are many duties that Election Judges may be assigned to, including:

- Managing a polling place (Co-Chair)
- Greeting voters, directing traffic and ensuring people are in the correct precinct
- Signing in registered and non-registered voters
- Explaining ballots
- Providing ballots to voters
- Overseeing the ballot counter and handing out "I Voted" stickers
- Setting up and closing down polling places
- Certifying polling place results



## What are the Requirements of an Election Judge?

Election judges are required to attend training, and must also meet the following qualifications:

- Eligible to vote in the State of Minnesota
- Able to speak, read and write the English language
- Cannot be a spouse, parent, child or sibling of an Election Judge serving in same precinct
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In addition, Election Judges must also:

- Have a strong understanding and commitment to nonpartisanship
- Communicate clearly with voters
- Enjoy assisting and serving diverse populations
- Be available to work long hours
- Handle stressful situations calmly and professionally
- Demonstrate attention to detail
- Work as a team member and follow directions
- Being fluent in a second language is helpful, but not required



## What About Work? Do I Get Time Off to Serve?

By law, your employer must give you paid time off to serve as an Election Judge. To qualify, you must give your employer at least 20 days written notice.

Your employer may:

- Reduce your salary or wages by the amount you are paid as an election judge during the time you are away from work
- Restrict the number of its employees serving as Election Judges to no more than 20 percent at a single work site

## I'm Sold! What Do I Do Now?

Those interested in serving as an Election Judge should visit [www.burnsville.org/elections](http://www.burnsville.org/elections) or contact the City Clerk's office at 952-895-4468.

If you are selected to serve, you will be notified of training dates and additional information prior to the Primary and General Election.

**When:** Primary Election Day — Tuesday, Aug. 14, 2018

General Election Day — Tuesday, Nov. 6, 2018

**Where:** Our goal is to place you in or near the precinct where you live. However, based on coverage requirements, you may be placed elsewhere in the City.