

Poll Worker Availability Form

To help us to honor your requests, please return this form as soon as possible.

Please Print Clearly

Name: _____

Address: _____

City: _____

Phone: _____

Email: _____

We will only use your email for Poll Worker correspondence.

Position Preference (position descriptions on back of this page):

Lead – Person in Charge - **All four days October 30 – November 2, 2021?**

VSC Clerk 4 - **All four days October 30 – November 2, 2021?**

VSC Clerk 2 – **Monday, Nov 1 and Tuesday, Nov 2, 2021?**

VSC Clerk 1 - **Tuesday, Nov. 2, 6:30am to 9pm?**

Hours – Polling locations will be open the following hours:

- Saturday 9am to 5pm
- Sunday 9am to 5pm
- Monday 8am to 5pm
- Tuesday, Election Day 7am to 8pm

Have you worked at a Voter Service Center in Santa Cruz County? Yes No

If yes, where and when? _____

Polling Site Preference _____ Co-Worker Preference _____

Do you speak Spanish? Yes, fluently Some, basic understanding No

Please remove my name from the Poll Worker file. I no longer wish to serve.

Please return this form as soon as possible using any of the following methods:

Mail: County Clerk/Elections
Attn: Lynn Stipes
701 Ocean St. Room 310
Santa Cruz, CA 95060

FAX: (831) 454-2445

Email: pollworker@votescount.com

Assignment letters and training schedules for this Election will be emailed no later than October 18. Training is being scheduled for October 22 & 23, pending facility availability.

You will not be paid for training classes if you do not work Election Day.

All Poll Workers are expected to arrive one hour before the center opens on Saturday and one-half hour before opening on Sunday, Monday, and Tuesday. In addition, you should expect to stay after closing each night to ensure all items are secure and the days ballots are packed and ready for the Lead, and one other person, to return to the designated location.

Hours – Polling locations will be open the following hours:

- Saturday 9am to 5pm
- Sunday 9am to 5pm
- Monday 8am to 5pm
- Tuesday, Election Day 7am to 8pm

Job Descriptions:

Lead - This position pays \$510 for all four days. You will be paid an additional stipend for attending training.

- Attend training.
- Contact your assigned clerks before election day to confirm their assignments.
- Act as person in charge of assigned Voter Service Center for all four days.
- Set up the VSC in time to be ready to open the doors at the correct time each day.
- Return ballots and other election materials each night.
- Have reliable, private transportation.

VSC Clerk 4 - This position pays \$410 for all four days. You will be paid an additional stipend for attending training.

- Attend training.
- Work 6am until about 10pm on Tuesday, Election Day.
- Work assigned hours on Saturday, Sunday, and Monday.
- Check in and assist voters.
- Help set up before opening each day.
- Help close and pack up at the end of each night.

VSC Clerk 2 - This position pays \$210 for working Monday and Tuesday. You will be paid an additional stipend for attending training.

- Attend training.
- Work 6am until about 10pm on Tuesday, Election Day.
- Work 730am to 530pm on Monday.
- Check in and assist voters.
- Help set up before opening each day.
- Help close and pack up at the end of each night.

VSC Clerk 1 - This position pays \$110 for working Tuesday, Election Day. You will be paid an additional stipend for attending training.

- Attend training.
- Work 6am until about 10pm on Election Day.
- Check in and assist voters.
- Help set up before opening on Election Day.
- Help close and pack up at the end of the night.