

## Student Precinct Officer FAQs

### What do Student Precinct Officers do?

- Student Precinct Officers set-up the polling place; greet voters; locate voter's names in the roster; issue ballots, assist with the voting process, and close the polling place. Student Precinct Officers may serve as one of the following: Clerk, Precinct Guide, or Vote-by-Mail Clerk.

### What are the duties of a Clerk?

- **Clerks** assist with polling place set-up; greet voters, locate voter's names in the roster; issue and receive ballots from voters; assist voters with voting equipment, and assist with closing the polling site.
- **Vote-by-Mail Clerks** (VBM Clerk) are assigned to a Drive-thru Site, which is set up outdoors, for voters who are dropping off their voted Vote by Mail Ballot.
- **Precinct Guides** direct the voters to the correct precinct table in polling places where there are multiple precincts within one polling place.

### How should I dress?

- Business casual is recommended; keep in mind that it will be a long day so dress comfortably and appropriately.

### What are the hours?

- Polls are open from 7:00 AM to 8:00 PM. Student Precinct Officers report to their polling location at 6:00 AM to set up before the polls open and are required to work until all closing procedures are done, approximately 9:30 PM.

### What if I have cheer practice, band practice, etc.? Am I allowed to leave early?

- Unfortunately, we do not schedule our precinct officers to work a partial shift. Students who are unable to commit a full day should not apply.

### Do we get a lunch or dinner break?

- Yes, all precinct officers receive two 45 minute breaks. Breaks are assigned by the Inspector on Election Day.

### How much do I get paid and when will I receive my check?

- Student Precinct Officers receive a stipend of \$150 for serving on Election Day which includes the time spent in the 2.5-hour training. Checks are typically mailed 4-6 weeks after the election.