



2014 TRAINEE ELECTION JUDGE PROGRAM

ELECTION DATES

Primary: Tuesday, August 12, 2014

General: Tuesday, November 4, 2014

ELECTION DAY HOURS

6:00 a.m. – approximately 9:00 p.m.

(polls open 7:00 a.m. – 8:00 p.m.)

REQUIREMENTS

- U.S. Citizen and Hennepin County resident
- students ages 16-17, enrolled in high school or home-schooled
- acceptable academic performance
- read, write, and speak English
- not the spouse, child, or sibling of any election judge serving in the same precinct or of any candidate on the ballot in that precinct
- attend mandatory election judge training at the Crystal Community Center (4800 Douglas Dr N)

DESIRABLE QUALITIES

- communicate clearly with voters
- enjoy assisting and serving diverse populations
- handle stressful situations calmly
- demonstrate attention to detail
- have excellent math skills
- speak a second language

DUTIES

Under supervision of Head Election Judges:

- sets up polling place, operates voting equipment, directs voters where to go, registers people to vote, makes sure all qualified voters can vote, shows how to vote, gives ballots to voters, assists voters, may close polling place after voting (until 10 p.m.)

REWARDS

- Paid \$20 for 2-hour judge training session
- Paid \$8/hour working on election days
- Community Service/Leadership Credit
- Gain insight into Minnesota's voting process
- Learn to work with a diverse population
- Acquire customer service and workplace etiquette skills

HOW TO SIGN UP

- fill out Permission Slip and **turn it in to Crystal City Clerk's Office at City Hall (4141 Douglas Dr N) by 4:30 p.m. on Friday, April 25**
- Crystal city clerk will provide you with City Clerk's Certification of Trainee Election Judge Assignment and a copy of the Permission Slip. You must provide both of these documents to your high school principal in order to be excused from school to serve as a trainee election judge.

TENNESSEN WARNING

The City is asking for this information in order to determine your eligibility to work as a trainee election judge. Under the Minnesota Government Data Practices Act (Minn. Stat. §13.43), your name, address, telephone number, and personal email are private data during the application process. If you are selected, your name will be public data; your address, telephone number, and personal email will be private data. You may choose not to provide some or all of this private data, but it may limit your ability to participate as an election judge. By completing this information, you are consenting to allow information to be shared with payroll staff and election staff in order to administer this activity.