

SERVE AS AN ELECTION JUDGE

City of Rockford



2024 ELECTION DATES

Presidential Primary Election - March 5th

Primary Election - August 13th

General Election - November 5th

ELECTION JUDGE DUTIES

Election Judges are essential to our democracy. Election judges are temporary, paid employees of local election officials trained to handle all aspects of voting at the polling place. Serving as an election judge is a chance to learn about elections and is a great service to the community.

- Assist voters
- Certify the polling place results
- Closedown polling place following voting
- Demonstrate how to vote
- Determine results after polls close
- Direct voters to the correct line
- Distribute ballots to voters
- Ensure all qualified voters are permitted to vote
- Operate voting equipment
- Register individuals to vote
- Set up the polling place

REQUIRED QUALIFICATIONS TO BE AN ELECTION JUDGE

Required Qualifications:

- You must be eligible to vote in Minnesota.
- You must be able to read, write, and speak English.
- You cannot be a spouse, parent, child, or sibling of any election judge serving in the same precinct.
- You cannot be a candidate or the spouse, parent, child, or sibling of any candidate on the ballot in that precinct.



STUDENT ELIGIBILITY

College Students

- College students at least 18 years old may serve as an election judge.

High School Students

- 16 and 17-year-old students can work as election judge trainees, receive training, and be paid for their work. It's a great way to learn about elections and voting and earn cash at the same time!
- You cannot be asked to work past 10:00 p.m. You will be assigned the same duties as other judges, with the exception of tasks requiring party affiliation.
- You will need to attend and complete the same training as other judges.
- To qualify, you must be 16 or 17 on or before Election Day, be a U.S. citizen in good academic standing at a Minnesota high school (or home schooled) and get permission from your parents and your school.



ELECTION JUDGE EMPLOYMENT INFORMATION

You may take time off from work to be an election judge.

- You must give your employer at least 20 days written notice, and you must attach the hour/pay rate form that you will receive from the township board or city council that appoints you to the notice.
- Your employer may reduce your salary / wages by the amount you are paid as an election judge during the time you are away from work.
- Your employer may restrict the number of its employees serving as election judges to no more than 20 percent at a single work site.

OTHER INFORMATION

Time Commitment

- You must attend a required training that will be roughly two hours in length. Many classes are in the evenings.

Compensation/ Pay

- You can choose to volunteer or be paid.

Work-Day Schedule

- A typical schedule on Election Day is from 6:00 a.m. to around 9:00 p.m. In some cases, you can ask to work a half-day.



SUMMARY

To sign up, please fill out an Election Judge Application. [\(Election Judge Application\)](#) Applications are accepted by mail, in-person, or by email. Please email your application to [Debbie Buoy, City Clerk/Assistant City Administrator.](#)

[For More Elections Information Visit: MN Secretary of State](#)

THANK YOU

Rockford City Staff

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[City of Rockford Website](#)