

How to Apply

Visit ClayElectionWorker.com

for our online application.

If you have any questions, please email
ElectionWorker@ClayElections.gov or
Contact our office @ 904-269-6350



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- **Show your community you care**
 - **Become involved in your future**
 - **Be an Election Worker**
-

Yes!
I'm Interested in
Becoming an
Election Worker



Getting Involved



Election Workers are community-minded people just like you who wish to be part of the election process. Election Workers ensure that the election process is administered fairly, efficiently and according to Florida Statutes and Federal Laws. Being an Election Worker is a very important part of the election process.

ALL ELECTION WORKERS

- Must be a registered voter in Clay County
- Must be able to lift up to 35 lbs with assistance
- Be able to read and write the English language
- Must have an email address and internet access



Did you know that approximately 400 workers are necessary to assist citizens with the voting process on Election Day in Clay County?

Job Descriptions

Clerk

Responsible for the efficient operation of the precinct. Additional duties include picking up supplies at the Supervisor of Elections office prior to Election Day and returning specific items to the SOE office after the polls close on Election Day. Must be comfortable with computers and have good management skills.

Assistant Clerk

Assists the Clerk in their duties, assumes the role of Clerk if necessary, responsible for the operation of the ADA voting equipment and returns to the SOE office with the Clerk after the polls close. Technical and computer aptitude strongly encouraged.

Tabulator

Responsible for the ballot tabulation equipment, instructs and assists voters with proper ballot insertion into the equipment.

EViD Inspector

Processes voters through the electronic voter check-in system and issues ballots. Computer aptitude encouraged.

Deputy

Maintains order at the precinct, directs and assists voters entering and leaving the polling place. Assists with the setup and breakdown of the polling location. Background checks are performed on all potential deputies.

Frequently Asked Questions

Do I get paid for being an Election Worker?

Yes. The pay rates varies from \$195-\$250, depending on the assigned position. Applicants are NOT paid to attend orientation or training.

Who attends orientation?

Once we have received your request, we will email you an invitation to attend orientation. At the orientation, you will receive an overview of duties and responsibilities.

What type of training is required?

All Election Workers are required to attend a training class before each election. The classes usually begin 6 weeks prior to Election Day. Class times vary. If you have not been trained you are ineligible to participate.

Can family members work in the same precinct?

Family members are assigned at the discretion of the Supervisor of Elections office.

Where will I work on Election Day?

Election Workers are assigned based on the needs of the precincts.

What are the hours I will be working?

The polls are open from 7AM to 7PM. All Election Workers must be at their assigned precincts by 6AM on Election Day. An Election Worker may not leave until polls are closed, all voters have voted and all materials have been packed and prepared for pick-up. A typical day is approximately 14-16 hours.