

CHIEF JUDGE

The Chief Judge is the head official and is in charge of contacting the other officials to make arrangements for each election. The Chief Judge is responsible for Election Day activities, assigning duties, solving problems, and accountable for certification of the Election results from their precinct. This individual is also responsible for picking up Election Day supplies prior to each election and returning supplies after the polls close. The Chief Judge should be knowledgeable of election laws, procedures and materials. A Chief should have served in at least 1 prior election. Mandatory instructional training will be provided for each election. **Two year appointment from August to August of odd-numbered years.**

JUDGES

The Judges work closely with the Chief Judge. They should be knowledgeable of election laws, procedures and materials. All Precinct Judges must sign all official documents and serve as a quasi-judicial body to solve any challenges. Precinct Judges must be accountable for the certification of Election results from their precinct. Mandatory instructional training will be provided for each election. **Two year appointment from August to August of odd-numbered years.**

ASSISTANTS

The Assistants serve when needed and at the request of the Chief Judge. They will serve as greeters, machine attendants, curbside attendants, etc. They may be required to attend instructional training for each election.

Election Day appointments only.

MAT

Assist voters in facilities such as hospitals and nursing homes.

QUALIFICATIONS

Precinct Officials must be registered voter in Pender County and a resident of the precinct where appointed (may be non-resident temporary appointment)

They must be able to read and write and be of good repute. They must conduct themselves in a professional, politically impartial, and friendly manner.

They may not be an elective office-holder, candidate for nomination or election, holding an office in state, congressional district, county or precinct political party or organization, or a manager or treasurer for any candidate or political party.

They may not be a spouse, father, mother, son, daughter, brother, or sister of any candidate for nomination or election.

They can not serve simultaneously with spouse, child, spouse of a child, or sibling (In same Polling Place)

They must be at all Primary, General, & Special elections during the term of appointment (Chiefs and Judges)

All precinct officials must be at their voting location at least by 5:45 a.m. and **must remain there until all votes have been counted and documents signed,** or released by the Chief Judge.

No campaign or political buttons, jewelry, or other material can be worn by precinct election officials & discussion of politics of any kind is NOT permitted while working as a precinct election official during any election day.

ELIN



Pender County Election Information Outreach Program

PRECINCT OFFICIAL

**Become a
Pender County
Precinct Official!**

GUIDE

PEO'S can be recommended by the Party Chairs in the County and are appointed by the Board of Elections. PEO'S are paid. Election Day is currently on a Tuesday from 6:30 am - 7:30 pm.

**Pender County
Board of Elections
807 S. Walker Street
PO Box 1232
Burgaw, NC 28425
Phone: 910-259-1220
Fax: 910-259-1269**

**Email: penderboe@pendercountync.gov
Website: www.pendercountync.gov/boe/**



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|---|--|---|--|---|
| Legal Last Name | | Legal First Name | | MI |
| Nickname (<i>name you may go by</i>) | Date of Birth | | | Party Affiliation <input type="checkbox"/> Democrat <input type="checkbox"/> Republican <input type="checkbox"/> Libertarian <input type="checkbox"/> Unaffiliated <input type="checkbox"/> Green <input type="checkbox"/> Constitution |
| Home Address | | | | |
| Mailing Address (<i>if different</i>) | | | | |
| Home Phone # | Cell Phone # _____ Can we text you? <input type="checkbox"/> Yes or <input type="checkbox"/> No | | | |
| Email Address | | Which method do you prefer? <input type="checkbox"/> Mail or <input type="checkbox"/> Email | | |
| Applicant's Signature: _____ | | | | Date: _____ |

I am currently over the age of 18 ___ YES ___ NO

I will be able to attend a 3-hour or more training session (for a flat fee \$25.00) Day Evening Either ___ YES ___ NO

I will be able to attend or view online trainings and videos. ___ YES ___ NO

I am willing to work outside of my precinct: ***IF YES how far would you be willing to travel? _____ miles*** ___ YES ___ NO

I am available to work from 5:30 a.m. to at least 9 p.m. on Election Day and shall stay the whole day: ___ YES ___ NO
 (Some Chief Judges and Judges may need to stay later than 9pm depending on circumstances)

I understand I must stay the whole day and cannot leave except in an emergency ___ YES ___ NO

I understand I may be asked to assist in my precinct on the eve of the election: (***approx. 2 hours***) ___ YES ___ NO

I currently own or use a smartphone: ___ YES ___ NO

I have basic computer skills and would be available to use a computer if necessary: ___ YES ___ NO

I use a computer: Everyday Once a week Once or twice a month Never

Check the technology equipment that you are comfortable with: Laptop Printer

PRECINCT OFFICIAL APPLICATION

I am applying for the position of: (Check all that apply)
 _____ Chief Judge _____ Judge _____ MAT
 _____ Assistant _____ One-Stop Official
See reverse for more details on these positions.

How did you hear about becoming a Precinct Official?

If You Are Interested in Working During the One Stop Early Voting Period Please Complete the Following:

I am available to work: Weekdays Weekends BOTH

I am available to work: all day half days only

I understand I shall attend additional training: YES NO

Which station do you prefer to work during the one stop period:

Voter Check-In (computer) Help Desk (Computer)
 Ballot Table DS200
 Greeter Curbside
 Supervisor Any

If we decide to do shifts, which shift do you prefer to work during the one stop period:

Morning Afternoon Any All Day

| <u>For Office Use Only</u> | |
|-----------------------------------|-------------------------|
| Precinct: _____ | Precinct assigned _____ |
| Date Received: _____ | Additional Notes: _____ |