

Yes! I Want to be a Poll Worker! Sign Me Up!

Please do one of the following in order to receive additional information.

- Mail the Poll Worker Request to our office at 421 South Court Street Bronson, FL 32621.
- Bring the Poll Worker Request by our office. We are open from 8:30 AM to 4:30 PM.
- Fill in the application form on our website at www.votelevy.com
- Call our office at (352) 486-5163 and ask to be a Poll Worker.



Please contact me about being a Poll Worker.

Name: _____

Address: _____

Date of Birth: _____

Phone: _____

Do you have access to a computer?

If yes, what is your email address?

Do you check your email daily?

How did you find out about being a Poll Worker: _____

***Be a
Levy County
Poll Worker***



Tammy Jones

Supervisor of Elections

Levy County



Who Are Poll Workers?

- Over 101 of your friends and neighbors.
- Local voters appointed by the Supervisor of Elections.
- The people responsible for implementing the election procedures at the polling place and sworn to see that the election is administered fairly and in accordance with the laws of the State of Florida.

How Do I Qualify?

- Must be a citizen of the United States.
- Must be registered to vote in Levy County.
- Must be able to speak, read and write the English language.
- Must have transportation to the polling place and Poll Worker training sessions.
- Must not be a candidate, or an immediate family member of a candidate, whose name appears on the ballot.
- Must be available and physically able to work at the polling place from 6:00 AM until after the polls close at 7:00 PM.



What Are My Duties and Responsibilities?

- To arrive at 6:00 AM to prepare the polls for 7:00 AM opening, and close the polls at 7:00 PM.
- To endeavor to prevent all fraud, deceit or abuse in conducting the election.
- To verify voter identification, address, signature, and issue the correct ballot.
- To give instructions regarding the operation of the voting machines.
- To provide assistance to voters as needed.
- To set up and pack all voting booths, signs, and supplies on election day.
- To attend Poll Workers School for training.

Where Will I Work?

Churches, town halls and public buildings are all used as polling places. The Supervisor will try to assign you to your home precinct or one near by.



What Positions Are Available?

- **Clerk:** in charge of the polling place and responsible for all documents and voter changes.
- **Assistant Clerk:** assists the Clerk and is trained to take over for the Clerk.
- **Equipment Operator:** trained to assist voters in scanning their ballot on the ICE machine.
- **Deputy:** responsible for maintaining order at the polls and is sworn in by the Sheriff.
- **Inspector:** checks the poll register for the voter's name, verifies ID, and issues ballots.

What Training is Needed?

The Supervisor of Elections will provide training. Training is 3 to 6 hours, dependent upon position, prior to each election. You are required by Florida Law to be trained before you are eligible to serve.

