



Acknowledgement of Expectations for Poll Workers

Poll workers are elections officers, entrusted to protect voter rights and administer voting at the polls. In order to serve as a poll worker, you must do all of the following:

1. Respond promptly to inquiries from Department of Elections' staff at all times prior to and during service.
2. Be able to speak English, whether or not you are also fluent in another language.
3. Complete all necessary training (including the Voting Equipment Lab if you are an Inspector).
4. Complete the Bilingual Review by the posted deadline, for each election. (This is only if you are fluent in the languages required by the city, can help voters in those languages, and would like to receive extra compensation for this service.)
5. Be flexible with your Election Day assignment. You might be assigned to serve 1) at a polling place anywhere in the city or 2) on the Flex Team, until dispatched to a polling place.
6. Arrive on time (6 a.m.) to your Election Day assignment and be ready to serve.
7. Correctly perform all necessary duties, when and where you have been assigned to serve.
8. Follow all elections procedures as described in the Poll Worker Manual and in your training.
9. Treat all voters, fellow elections workers, visitors, and observers with respect and courtesy.
10. Complete all Election Day duties - up through closing tasks and as directed by Department staff.

By receiving this form, I acknowledge that failure to comply with any of these requirements and/or failure to serve in good faith may be grounds for nonpayment of my stipend and ineligibility to serve as a poll worker in future elections.