



City of Tucson



*The City of Tucson
needs your Help!*

*Become an Elections Worker for
Voting Locations or Ballot Boards*

*Primary Election—August 25, 2015
General Election—November 3, 2015*



VOTING LOCATION

REQUIREMENTS:

- ★ Must be a registered voter residing in the City of Tucson at least 29 days Prior to the Election.
- ★ Must have transportation to and from the voting location.
- ★ Must have legible hand-writing.
- ★ Must have knowledge of and be comfortable working on computers.

DUTIES:

- ★ Visit assigned voting location to become familiar with the facility.
- ★ Prepare Voting Location for Election Day.
- ★ Assist voters with the Election process.
- ★ Close voting location and deliver voted ballots to receiving center.

TRAINING:

- ★ Mandatory instruction class 1-2 weeks before each Election. Class is approx. 2 hours long.

HOURS:

- ★ To be determined. Positions are seasonal and part-time, without benefits.

BALLOT BOARDS

REQUIREMENTS:

- ★ Must be a registered voter residing in the City of Tucson at least 29 days prior to the Election.
- ★ Must be affiliated with a Major Party (DEM or REP) and work closely with opposing Party.
- ★ Must be dependable, have legible handwriting and be able to count accurately.
- ★ Must adhere to confidentiality of Election material and occasionally work long hours.

DUTIES:

- ★ Verify, process and count Election Affidavits.
- ★ Verify and calculate numbers of Ballots for tabulation.

TRAINING:

- ★ Mandatory training right before beginning the Process.

HOURS:

- ★ Dates/Times depend on when ballots are received and ready to process.

HOW TO APPLY

Due to the Vote by Mail process, there will be a limited number of positions available for hire.

If you are interested in serving as an Elections Board Worker or Voting Location Worker, you can apply one of three ways:

On-line at:

www.tucsonaz.gov/clerks/elections

Send E-mail to:

cityclerk@tucsonaz.gov with your name, address, zip code, phone number, and whether you are available to work the Primary Election on August 25th, the General Election on November 3rd, or both.

Call: Elections Workers phone line at 791-5957.

Deadline to apply is:

June 26th for the Primary Election.
August 19th for the General Election.

Spanish Speaking Poll Workers needed!