



CITY OF MINNEAPOLIS
invites applications for the position of:

Election Judge

SALARY:	\$12.60 - \$13.30 Hourly
JOB TYPE:	Part-time
DEPARTMENT:	City Clerk
LOCATION:	Various precincts across Minneapolis
VACANCIES:	2000
CLOSING DATE:	10/14/16 11:59 PM
POSTING TYPE:	Temporary

POSITION DESCRIPTION:

Ever thought about helping out in a polling place on Election Day? Election judges are the people who help their neighbors cast ballots in every election running each polling place. Minneapolis needs close to 2,000 election judges to make Election Day happen. Could you be one?

Election judges are needed for the following:

- Primary Election on August 9
- General Election on November 8
- Absentee voting locations throughout the election season

You can serve at a polling place close to where you live or, if you're willing, anywhere in the City. On Election Day, you can work part-time or the full day (6 a.m.-10 p.m.). You do NOT need to be a resident of the City of Minneapolis.

As election judges we serve as the Gatekeepers of Democracy. As the public's guardians of freedom within a democratic society, we are responsible for the integrity of the election process. On behalf of the people of the City of Minneapolis we proudly conduct elections with accuracy, integrity and dignity. We conduct ourselves and serve the voters in a manner that maintains public trust and confidence in honest and impartial elections. State law allows for time off from work without loss of wages (Minnesota Statute 204B.195).

You may be assigned to one or more of the following positions during an election day:

- Head Judge: in charge of the polling place.
- Greeter Judge: directs traffic flow and maintains order.
- Roster Judge: signs in voters who registered in advance.
- Registration Judge: registers voters who did not register in advance.
- Demonstration Judge: explains how to mark a ballot.
- Ballot Judge: provides the ballots to the voters.
- Ballot Counter Judge: oversees the ballot counter and hands out "I Voted" stickers.
- Additional duties include setting up and closing down the polling place, and certifying the polling place results.

REQUIRED QUALIFICATIONS:

- Enjoy assisting and serving diverse populations.
- Able to communicate clearly with voters.
- Strong understanding of and commitment to nonpartisanship.
- Available to work long hours.
- Able to handle stressful situations calmly and professionally.
- Attention to detail.
- Basic computer skills/familiarity.
- U.S. citizen eligible to vote in Minnesota.
- Able to read, write, and speak English.
- Fluency in Somali, Spanish, Hmong, Oromo, and/or American Sign Language (desired).
- Must complete an election judge training course (at least two hours).
- Must be available for the August 9th primary, the November 8th general election, and/or at absentee voting locations throughout the election season.
- Must not be the spouse, parent, stepparent, child, stepchild, sibling, or stepsibling of any election judge serving in the same precinct or of any candidate in that election.
- Must not live, either permanently or temporarily, with any candidate on the ballot at that election.
- Must not be a candidate in the election.

APPLY ONLINE:

<http://vote.minneapolisnmn.gov/judges/APPLICATION>