

Be An Election Officer!

Fairfax County, the largest county in Virginia, needs 3,000 Election Officers to conduct elections.

Bilingual Citizens Needed!
¡Se necesitan ciudadanos bilingües!

For more information:
www.fairfaxcounty.gov/elections/working.htm

Call 703-324-4735 or email the office at
elect@fairfaxcounty.gov

Thank you for your interest in serving as an
Election Officer in Fairfax County.



Fairfax County Office of Elections
12000 Government Center Parkway
Suite 323, Fairfax, VA 22035

 To request reasonable ADA accommodations
Call the Electoral Board 703-324-4735 Fax: 703-324-4706
TTY: 711 (Virginia Relay)
Email: elect@fairfaxcounty.gov



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AN/JH

ATTN: Election Officer Coordinator

FAIRFAX COUNTY OFFICE OF ELECTIONS
PO BOX 10161
FAIRFAX, VA 22038-8061

PLACE
STAMP
HERE

Serve Your Community



Be An Election Officer

Fairfax County, Virginia

Work At the Polls on Election Day!

Fairfax County needs dedicated individuals who take pride in their work, are patient and enjoy working with people, who follow directions, and are detail-oriented.

Bilingual citizens are needed!
¡Se necesitan ciudadanos bilingües!

Qualified citizens must:

- be a registered Virginia voter
- be fluent in English
- fulfill Federal I-9 employment requirements
- attend training classes
- have basic computer skills

What will my duties be on Election Day?

- Set up voting equipment and prepare the polling place for voting
- Check in and assist voters
- Tally and certify results
- Close the polling place

Central Absentee Precinct officers process absentee ballots at the Government Center.

What are the hours of service?

The polls are open from 6 a.m. to 7 p.m.

Election Officers must arrive at the polling place no later than 5:00 a.m. and remain until all work is completed after the close of polls.

(Election Officers working less than a full day will receive reduced pay.)

What training is required?

A 2-3 hour equipment and procedure training is mandatory. Election Officers are required to attend training at least once every four years and when there are equipment changes.

Will I get paid?

Election Officers get paid for their services.

Election Officer.....\$175
 Assistant Chief Officer.....\$200
 Chief Officer.....\$250

Officers are expected to be available to serve on Election Days.

Please note, your information will be submitted to the local political committee for approval. It may contact you to verify your party affiliation.

Name (Please print clearly)

Street Address

City / Zip Code

(_____)_____
Phone

_____/_____
Date of birth / SSN (Last 4 digits)

Email Address

On Election Day, I am willing to serve:

- In or near my precinct
 Where needed most
 Central Absentee Precinct (CAP)

I prefer to represent: **(must check one)**

- Democratic Party
 Republican Party
 Independent (may limit assignment options)

In addition to being fluent in English I also am fluent in the following language(s):

 I do not hold any elective office, paid or unpaid, under the government of the United States, Virginia, or any Virginia county, city or town, and I am not the deputy or employee of an elected official.

Signature

Date