



Welcome to the Fairfax County Office of Elections!
See below for important information about serving as an election officer.

Next Steps

In the next few days, we will send you a confirmation email that your paperwork has been successfully processed. In that email, we will ask you to take the following steps to be ready for election day:

1. Access the online election officer **portal**.
2. Let us know **whether you are available to serve** in the November 5, 2024 Presidential Election (using the election officer portal).
3. Sign up for an **in-person training class** (classes run mid-August through the end of October).
4. Make necessary preparations to be ready to serve on **Tuesday, November 5, 2024 from 5 AM to ~9 PM**.

Training

Every election officer must complete training before their first election and again at the start of each new appointment term (generally every 2 years).

As a first-time officer, you must complete an in-person training class. You will learn about election day procedures and will have an opportunity to practice using voting equipment. We will email you more information about how to enroll in this class in the coming weeks.

Precinct Assignment

Officers will receive their precinct assignments (which polling place and position they will be working) starting in late September. After this, assignments are made on a rolling basis.

You may be asked to serve outside of your regular voting precinct if we need your help filling a different location or to achieve party balance, as required by law.

NOTE: We cannot guarantee all new officers will be assigned to serve in the next election. We hope to assign all new officers, but it will depend on the number of existing officers who are available to serve. Election officers who respond to emails and other communications in a timely manner are given higher priority in assignments.

If you are no longer able to serve on election day for any reason, notify our office as far before election day as possible. Failure to notify us in a timely manner will affect whether we assign you to serve in future elections.

Payment

All election officers are eligible for a \$250 stipend for serving on election day.

Payments are directly deposited into your bank account 4 - 6 weeks after election day.

Party Affiliation

You do not register by party to vote in Virginia, but the Code of Virginia requires us to consider party affiliation when assigning election officers and to try to assign an equal number of officers of each party in every precinct. Unaffiliated officers are assigned after party-affiliated officers.

If you selected a party affiliation when completing the election officer application, we will forward your information to the appropriate party chair. They may contact you before you are officially appointed as an officer affiliated with the party.

Regardless of their party affiliation, election officers perform non-partisan job duties.

You must refrain from engaging in any political activity or conversation whenever you are serving in an election officer capacity.

Vote Early

Virginia law requires you to vote in your registered precinct on election day. If you are not assigned to your regular voting precinct, you must vote early!

- Upcoming elections: <https://www.fairfaxcounty.gov/elections/upcoming>
- Early voting locations and times: <https://www.fairfaxcounty.gov/elections/early-voting/>
- Vote-by-mail info: <https://www.fairfaxcounty.gov/elections/absentee-voting-mail/>

Spread the Word

We need more election officers like you! Spread the word about your election day service and encourage your friends and family to join our team. You can do this by:

- Texting or emailing the link to our application:
www.fairfaxcounty.gov/elections/officers/apply
- Posting on social media (use #HelpAmericaVote)
- Sharing about your experience when talking with others

Contact Us:

Email: electionofficers@fairfaxcounty.gov

Phone: 703-324-4735

**Thank you for becoming an election officer.
We look forward to working with you!**