

# SERVE AS AN ELECTION JUDGE

PRIMARY ELECTION

AUGUST 9, 2016

&

GENERAL ELECTION

NOVEMBER 8, 2016

## Duties of an Election Judge



### Duties of an Election Judge

- Set up the polling place
- Operate voting equipment
- Direct voters to the correct line
- Register individuals to vote
- Ensure all qualified voters are permitted to vote
- Demonstrate how to vote
- Distribute ballots to voters
- Assist voters
- Close down polling place following voting
- Determine results after polls close
- Certify the polling place results

### Required Qualifications to be and Election Judge:

To be an election judge you must meet all of the following qualifications:

- You must be eligible to vote in MN
- You must be able to read, write, and speak English
- You cannot be a spouse, parent, child, or sibling of any election judge serving in the same precinct at the same time
- You cannot be a candidate or the spouse, parent, child, or sibling of any candidate on the ballot in that precinct

### Student Eligibility:

- College students at least 18-years-old may serve as election judges

### Desired Qualifications:

- Ability to communicate clearly with voters
- Comfortable with assisting and serving a diverse population
- Ability to remain impartial and not exert influence over voters
- Physical and emotional stamina
- Attention to detail
- General math skills
- Fluency in a second language

**How to Apply!**

You may apply to be an election judge by completing the application below and mailing it to:

City of Moorhead  
Attn: City Clerk  
500 Center Avenue, Box 779  
Moorhead, MN 56561-0799

Or you may email a scanned application to:

cityclerk@cityofmoorhead.com

Or call 299.5166 option 3

\*If you are a college student, please provide your address and phone number at school.

**APPLICATION:**

Name:
Address:
Primary Phone:
Email:

**Please list top 3 precincts that your are interested in serving at with 1 being the most preferred.**

**WARD 1**

- \_\_\_ Ward 1, Precinct 1a: St. Francis de Sales Church
- \_\_\_ Ward 1, Precinct 1b: St. Francis de Sales Church
- \_\_\_ Ward 1, Precinct 2: Moorhead Center Mall

**WARD 2**

- \_\_\_ Ward 2, Precinct 3: Moorhead Youth Hockey Arena
- \_\_\_ Ward 2, Precinct 4: Triumph Lutheran Brethren Church
- \_\_\_ Ward 2, Precinct 5a: MSUM—Comstock Memorial Union
- \_\_\_ Ward 2, Precinct 5b: Grace United Methodist Church

**WARD 3**

- \_\_\_ Ward 3, Precinct 6a: Concordia—Knutson Campus Center
- \_\_\_ Ward 3, Precinct 6b: First Congregational United Church of Christ
- \_\_\_ Ward 3, Precinct 7: First Presbyterian Church
- \_\_\_ Ward 3, Precinct 8: Valley Christian Church

**WARD 4**

- \_\_\_ Ward 4, Precinct 9: Calvary Church at Village Green
- \_\_\_ Ward 4, Precinct 10: Brookdale Baptist Church
- \_\_\_ Ward 4, Precinct 11: Brookdale Baptist Church
- \_\_\_ Ward 4, Precinct 12: Calvary Church at Village Green

**Party Affiliation:**

- Democrat Party
- Independence Party
- Republican Party
- No Party (Independent)

**I am available for the following Elections:**

- Primary, August 9, 2016
- General, November 8, 2016

**I am available for the following shifts: (Please check both for full-day)**

- 6:00 am—3:00 pm
- 3:00 pm—8:00 pm

**Upcoming Training Sessions: Must attend one!**

- Monday, July 11, 2016 from 9:00 am – 11:00 am (Head Judge Training from 11:00 am – 12:00 am)
- Tuesday, July 19, 2016 from 1:00 pm – 3:00 pm (Head Judge Training from 3:00 pm – 4:00 pm)
- Thursday, July 21, 2016 from 6:00 pm – 8:00 pm (Head Judge Training from 8:00 pm – 9:00 pm)

**Are you interested in serving as a Co-Head Election Judge?**

- Yes                       No

**Are you interested in helping with Health Care Facility Voting?**

- Yes                       No

**Notes:** \_\_\_\_\_  
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