



*Clerk's Office*

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### **ELECTION INSPECTOR INFORMATION**

I am delighted you are interested in being involved in Michigan elections. Election Inspectors (also known as poll workers) play an essential role. We could not hold safe, secure, and accurate elections without qualified individuals from different major political parties. It is equally critical, however, that these inspectors perform their duties impartially, following the law, and the code of conduct. While performing this civic duty, we are also a great group of workers who have fun while serving the public.

#### **INFORMATION:**

1. To serve in Michigan, interested parties must be:
  - 16 years of age.
  - A registered voter in Michigan if you are 18+ years of age, or a resident of Michigan if you are 16 or 17 years of age.
  - Affiliate with a political party. Party registration is not a requirement. Michigan law requires that you disclose political affiliation to ensure balanced staffing. Affiliating as an "independent" or "unaffiliated" is not a legal option for an Election Inspectors.
  - **Must not** have a felony or election crime conviction.
  - **Must not** be election challenger candidate, member of a candidate's immediate family, or a member of the local board of canvassers.
2. Looking for the following skills to serve as an Election Inspector:
  - Organization.
  - Customer service oriented.
  - Follows directions.
  - Works independently in a team environment.
  - Familiarity with technology, such as operation of computers and software.
  - Friendly demeanor.
3. Election Inspectors are hired, paid, and trained by local government. You may work in any Michigan municipality. It does not need to be the location where you reside in Michigan.
  - An application is submitted to the local Clerk (email and address above).
  - If the Clerk is interested in hiring the applicant, a short phone call interview will be conducted.
  - Onboarding then occurs with form completion (Code of Conduct, payroll forms, etc.)
  - Mandatory training and certification occur every 2 years by the Clinton County Clerk, typically in the summer of even numbered years. The paid training is about 3 hours in St. Johns. Additional county-level training is scheduled on an "as-needed" basis.

- Election Inspectors are paid \$17 per hour for training and work on election days and \$20 per hour at an Early Voting site. Mileage is reimbursed at current IRS rates for training sessions held at Clinton County.

#### 4. Working Elections

- Election Inspectors might not work every election. Factors in determining who will work is based on how many trained workers are available, a balance of both Republicans and Democrats scheduled, and election inspectors that have specialized training such as Electronic Pollbook (EPB) or Absent Voter (AV) processing, as well as the clerk's discretion.
- A one-hour paid training at the local level is also required before most larger elections. This training is with the township Clerk, and reviews procedures and discusses specific duty assignments, election day schedules, logistics, etc.
- You may be scheduled in either the in-person precincts (both currently located in the gym at the Township Hall) or in the Absent Voter Counting Board (AVCB) in the Township South Room. Your input will be considered when making the determination on where you are placed, but specific scheduling requests may not always be accommodated.
- Election Day is a very long day, often starting about 6:30am and not finishing until at least 10:00pm or later. Occasionally a partial half day schedule can be accommodated.
- Due to Proposal 22-2 each federal and state election requires nine days of early voting. Early voting is held at two Early Voting Centers (EVC) in Clinton County. Election Inspectors that work on behalf of Watertown Charter Township are scheduled at DeWitt Charter Township Hall on the Sunday before the election. Typically, the schedule is 7:30-4:30. Any voter residing in Clinton County can vote at the EVC.

Visit <https://www.michigan.gov/sos/elections/pollworker> at the Michigan Secretary of State for more information on the role of an Election Inspector.

**Many Election Inspectors have worked elections for years finding that the contribution to the success of an accurate election is very rewarding!**