

## QUALIFICATIONS FOR AN ELECTION OFFICIAL?

- **Must be a United States Citizen**
- **Must be a registered voter**
- **Must be a resident of the county in which precinct is located**
- **Must not be a candidate in the election**

## HOW TO BE APPOINTED AN ELECTION OFFICIAL

**Election day precinct officials are recommended by the political parties and appointed by the county board of elections for a two-year term beginning in August of odd-numbered years. One-Stop workers, Rovers & Office Assistants are approved by the board and staff as needed.**

## WHAT TRAINING IS REQUIRED?

**All officials are required to attend training sessions conducted by the county board of elections prior to each major primary and general election.**

**To apply, complete this application and either email it to [boetemp@hendersoncountync.gov](mailto:boetemp@hendersoncountync.gov) OR bring to the Henderson County Board of Elections office at 75 E Central St Hendersonville NC 28792**

**We will contact you either via email, text or phone when we receive your application.**

**Please be sure to provide a LEGIBLE email and contact number.**

## WILL I GET PAID?

**Precinct Officials are compensated for their time spent in training and on election day. If you work any Early Voting it will be direct deposited but if you work election day ONLY, a check will be mailed to you.**

## ELECTION DAY CHECKLIST

- ☐ **Wear comfortable clothing and dress in layers for optimum comfort**
- ☐ **Arrange for enough food and drinks for the entire day**
- ☐ **Smoking is not permitted in the polling place**
- ☐ **Leave your political buttons, clothing and jewelry at home**
- ☐ **Discussion of politics IS NOT permitted while working**



## NEED MORE INFORMATION?

**If you would like more information about becoming a precinct election official, please contact the Henderson County Board of Elections  
Phone: 828-697-4970  
Email: [boetemp@hendersoncountync.gov](mailto:boetemp@hendersoncountync.gov)  
Address: 75 E Central St Hendersonville, NC 28792**

# HENDERSON COUNTY BOARD OF ELECTIONS

## PRECINCT ELECTION OFFICIAL



## RECRUITING GUIDE AND APPLICATION

Henderson County Board of Elections

75 E Central St

Hendersonville, NC 28792

828-697-4970

[boetemp@hendersoncountync.gov](mailto:boetemp@hendersoncountync.gov)

Visit our Website:

[hendersoncountync.gov/elections](http://hendersoncountync.gov/elections)

HENDERSON COUNTY BOARD OF ELECTIONS  
PRECINCT ELECTION OFFICIAL APPLICATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_ Nickname: \_\_\_\_\_  
Voting Precinct (if known): \_\_\_\_\_ Gender: M  F  N/A  Date of Birth: \_\_\_\_\_  
Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Mailing Address (if different than physical): \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_ Home Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Preferred Method of Contact: Email  Text  Phone  Willing to Work Outside Precinct: Y  N  Registered Party Affiliation: \_\_\_\_\_

Please check the appropriate box for each item below:

- I am currently a registered voter in Henderson County: Y  N
- I am currently over the age of 18: Y  N
- I will be able to attend in person and online training: Y  N
- I will be able to help with setup the night before Election Day: Y  N
- I have my own transportation to and from the polling place on Election Day: Y  N
- I am able to lift 10-15 lbs: Y  N
- I am **REQUIRED** to work from 5:45 am to at least 8:30 pm on Election Day: Y  N
- I am **REQUIRED** to assist other poll workers in my precinct on the night of the election: Y  N
- In regard to technology (computers, voting equipment, etc.), my comfort level is:  
Fearless  Confident  Somewhat Cautious  Slightly Nervous  Uneasy
- Check the technology equipment that you are familiar with:  
Laptop  Printer  USB Drive  Voting Equipment

Computer and Technology Skills:

Typing \_\_\_\_\_ WPM

Please check appropriate box:

- I can use a laptop keyboard/touchpad
- I need a mouse
- I need a mouse and external keypad
- I can connect a printer to a laptop Y  N

Overall Computer Skills:

- Novice (new/have no idea)  Comfortable (email/internet)  
 Advanced  Expert (can code)

NOTICE TO APPLICANT—PLEASE READ BEFORE YOU SIGN BELOW:

Person appointed to these positions must be a registered voter and resident of the county in which the precincts are located, of good repute, and able to read and write. Not more than one judge in each precinct shall belong to the same political party as the chief judge. No person shall be eligible who holds any elective office under the government of the United States or of the State of North Carolina or any political subdivision thereof. No person shall be eligible to serve as a precinct official who is a candidate for nomination or election. No person shall be eligible to serve as a precinct official who holds any office in a state, congressional district, county, or precinct political party or political organization, or who is a manager or treasurer for any candidate or political party, provided however, the position of delegate to a political party convention shall not be considered an office for the purpose of this subsection. The following categories of relatives are prohibited from serving as a precinct official at the same precinct: spouse, child, spouse of child, sister or brother. No precinct official who is the wife, husband, mother, father, son, daughter, brother or sister of any candidate for nomination or election may serve as a precinct official during any primary or election in which such candidate participates. The Board of Elections may remove you as a precinct official for misbehavior or neglect of duty.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_