

Charter Township of Washington Election Inspector Responsibilities

Thank you for your interest in becoming an election worker. The following is some brief information for you to consider when becoming one.

YOUR APPLICATION

Once received your completed application is reviewed and kept on file indefinitely. In order to offer the opportunity for all residents to serve their community, and combine veteran workers with new workers, you may not be called to work every election.

WORK LOCATION

We currently have nine (9) voting precincts located through the township. Workers are needed at each location to assist residents through the voting process on election day. Each precinct is generally assigned 5-6 workers.

We also assign a number of workers to our Absentee Voter Counting Board, which is located at Township Hall on the day of election. These workers are sequestered and have the responsible for processing/tabulating absentee voter ballots throughout the day.

WORK HOURS

Workers report at assigned precinct at 6:00 AM, 1 hour prior to polls opening at 7:00 AM. This enables workers to set up and complete their required pre-election procedures. Polls remain open throughout the day until 8:00 PM. Your workday is completed once all voters are processed and remaining paperwork is finalized. Workers do get lunch and dinner breaks. Workers usually can leave the precinct location – however sometimes workers choose to remain at the locations in break rooms or lounges as available.

COMPENSATION

Workers are paid an hourly rate depending on position – Election Inspector, Chairperson, Co-Chairperson or AV Counting Board worker.

TRAINING

You will be required to attend a mandatory “certification” training class at least every 2 years to thoroughly cover election procedures and equipment. We also generally offer “refresher” sessions before each election open to all workers. These sessions highlight key points and procedures specific to that particular election, as well as allowing an opportunity for workers to ask questions or request refresher points on any particular procedure. Laptops are now used at all precincts – all workers will be required to be trained on its use. Training sessions are generally held at Township Hall. You will be compensated for attending.

A reminder – the requirements to become an election worker are simple. You must be a registered voter in Macomb County, enjoy working with people and serving your community.

If you have more questions or wish to complete an Election Worker Application - Contact the Clerk's Office at (586) 786-0010 x251