New Registrars Class

**Poll Workers for Elections**

**Polling Locations**

Head Moderators

Make sure the head moderator can be available if a recanvass is called.

Moderators

Assistant Registrar Assistant Registrar

Must live in municipality and one from each major party

Checker

One to two per line

Ballot Clerk

One to two per line

Tabulator Tender

One to two per tabulator and must live in municipality

Demonstrator (Optional)

Challenger (Optional)

No more than 2 per polling location

Absentee Ballot Counters

Must have at least two – one from each major party

Alternate Moderators

Must have 1 alternate moderator with 1-3 polling locations

Must have 2 alternate moderators per 4 – 8 polling locations

Must have ¼ of the # of the polling locations per polling locations over 8.

**Central Absentee Ballot Counting**

Moderator

Absentee Ballot Counters

Must have at least two – one from each major party

Notes: Only one Assistant Registrar needed for Primaries

 For Presidential Preference Only, The Checker can serve as the ballot clerk.

 Head Moderators and Moderators must be certified by taking the moderator certification training. ROVAC website has the listing of classes and trainers for you to look up.

 Assistant Registrars do not have to take the moderator certification class but it is always wise to have more than one certified moderator in the polling place in case of emergencies.

 You cannot hire a candidate to work the polls. Be careful of perception in your hiring practices. You do not want to be accused of favoritism toward a party or candidate.

 Both of the Registrars must agree to the poll worker. If not, the poll worker cannot be hired.

Both Registrars must agree to double shifts. There are pros and cons to full event vs. double shifts. The moderator is the only one that must be there the entire event.

**Where can I get poll workers?**

Hopefully your former Registrar of Voters left you a list of voters that have previously worked during an election. If not, here are some suggestions:

1. Check with your community center. They are a good source of seniors that may want to work.
2. Your High School may have students that are motivated to participate. Call your Civic Teacher to see if any are interested. Don’t forget we have the Judi Boudreau Scholarship Fund for high school students that worked during an election, primary or referendum.
3. Ask your local officials if they are not on the ballot. It is a great way for them to understand all the work put into an election.
4. There may be civic organizations such as the American Legion, VFW, Rotary…. That may have individuals that would work. It is a great way to advertise their organization since they can wear t-shirts, hats, sweatshirts with their logos on them.
5. Ask your current poll workers if they have friends or family that would work.
6. Use your town website to advertise for poll workers. You may be able to hire people currently out of work.
7. Put flyers in your public locations such as the library.

Poll Worker Training

Training must be done before every event.

The poll workers must sign the moderator return page on poll workers. A copy is attached.

The Poll Worker manual written by the handbook committee is a great source for training. The manual is available on the ROVAC website.

More information is available in the Registrar’s Manual on pages 82-84. These pages are attached.

Secretary of the State offers clarity training for poll workers:

<http://state-ct.training.clarityelections.com>

Calls SOTS if you do not already have the passwords.