



2019 Election Judge Interest Survey

This survey does not assure an appointment as an Election Judge. If appointed, you will receive additional information and an acceptance email at a later date. Questions? Contact ElectionJudge@adco.gov

Election Judge Information (please print legibly)

| | |
|---|---|
| Full name: _____ | <input type="checkbox"/> Please remove my name from the Election Judge list |
| Primary phone: _____ | Secondary phone: _____ |
| Email address: _____ | |
| Home address: _____ | |
| Party affiliation: _____ | Fluent Languages: _____ |
| Computer skill level: (skill level will be indicated next to job positions below) 1- Minimal 2- Basic (email, internet searches, etc.) 3- Experienced | |

Election Judge Positions

MUST COMMIT TO FULL PERIOD OF TIME AND EXTENDED HOURS AS NEEDED. COMMITMENT DATES DIFFER ON JOB POSITION. Must be willing to have a background check completed.

Mail Ballot Operations (Brighton, CO)

Coordinated Election: October 14th – November 8th

| | |
|---|--|
| Signature Verification-Tier 1 Computer Skill Level 2 | <ul style="list-style-type: none"> ▪ Verify voter signatures ▪ Must have basic computer skills ▪ Other duties as assigned ▪ Ballot volume received dictates the number of hours worked ▪ Party affiliation required - Democratic or Republican ▪ Sitting in front of a computer for long periods of time |
| Signature Verification-Tier 2 Computer Skill Level 3 | <ul style="list-style-type: none"> ▪ Research challenged voter signatures ▪ Must have advanced computer skills ▪ Other duties as assigned ▪ Party affiliation required - Democratic or Republican ▪ Sitting in front of a computer for long periods of time |
| OPEX Operator Computer Skill Level 2 | <ul style="list-style-type: none"> ▪ Operator of mail ballot opening equipment ▪ Sitting for long periods of time ▪ Must have good hand-eye coordination |
| Ballot Removal No Computer Skill Req. | <ul style="list-style-type: none"> ▪ Physical separation of mail ballot packets ▪ Ability to focus with attention to detail ▪ May be assigned to adjudication, duplication or auditing ▪ Basic math and organizational skills ▪ Sitting for long periods of time |
| Ballot Scanning Computer Skill Level 3 | <ul style="list-style-type: none"> ▪ Scan ballots for tabulation ▪ Must have advanced computer skills ▪ Basic math and organizational skills |
| Healthcare Facility (HCF) Judge County vehicle provided No Computer Skill Req. | <ul style="list-style-type: none"> ▪ Must commit to full period of time: October 14th – November 7th ▪ Deliver ballots to healthcare facility residents as scheduled ▪ Assist voters as needed by reading ballot or marking ballot, or both ▪ Pleasant, personable, and professional characteristics required ▪ Attentive and diligent in ballot handling ▪ Need valid Driver License ▪ On your feet for long periods of time |

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Voter Service and Polling Center (VSPC) (various locations)

Coordinated Election Training: October 10th – October 24th

Coordinated Election: November 5th 2019

Supervisor Judge

Computer Skill Level 3

(Computer literacy test required)

- Oversees all aspects of the VSPC set-up, processes and takedown
- Issues Provisional Ballots
- Assists with Election Watchers and any other VSPC guests
- Fills in for other positions during breaks and lunches
- Able to work 14+ hours Election Day
- Attend all training classes and simulations

Troubleshooter Judge

Computer Skill Level 3 (Computer literacy test required)

- Assists the Supervisor with the VSPC set-up and takedown
- Oversees the use of ADA touch screen voting machines
- Oversees the VSPC in the absence of the Supervisor Judge
- Fills in for other positions during breaks and lunches
- Able to work 14+ hours Election Day
- Attend all training classes and simulations

Computer Judge/Ballot Judge

Computer Skill Level 3 (Computer literacy test required)

- Assists voters with voter registration, updating existing registration, giving vote credit, and replacing a voter's mail ballot
- Strong computer skills, accurate data entry and attention to detail
- Able to work 14+ hours Election Day
- Attend all training classes and simulations

Greeter & Ballot Box Judge

No Computer Skill Req.

- Must be pleasant, personable, and professional
- Must quickly assess the voter's needs
- Provides appropriate forms
- Guides voters to next steps in the voting process
- Oversees voters dropping off mail ballots, In-Person in the ballot box
- Distributes "I Voted" stickers
- Able to work 14+ hours Election Day
- Attend all training classes and simulations

War Room

Computer Skill Level (Past election judge experience preferred)

- Attend all training classes for VSPC election judges
- Track and answer troubleshooting questions
- Assist with daily and nightly VSPC balancing
- Other duties as assigned
- High stress room and could work extended hours
- Attend all training classes and simulations

Operations & Technology

Coordinated Election: October 15th – November 7th

Agilis Assistant

(No Computer Skill Req.)

- Ability to spend a long time on feet
- Ability to lift 25 lbs
- Must have good hand-eye coordination, repetitive use of hand, wrist and elbow
- Basic math and organizational skills

Ballot Security Team

County vehicle provided
Computer Skill Level 2

- Transport ballot boxes to and from VSPCs
- Pick up mail ballots from the 24-hour Drop Boxes
- Deliver supplies to VSPCs, as needed
- Need valid Driver License
- Ability to lift up to 50lbs/stand for extended periods of time/ability to get in and out of vehicles

Please list positions of interest:

1. _____ 2. _____ 3. _____

Please return this form to the election office.

Mail: 4430 S. Adams County Pkwy., E3102, Brighton CO 80601

Email: ElectionJudge@adcogov.org