



Brian E. Corley
Pasco County
Supervisor of Elections

PASCO COUNTY EMPLOYEES ARE INVITED TO JOIN OUR TEAM ON ELECTION DAY

Play a role in our elections.

We are preparing for high voter turnout during the 2020 Election Cycle. We are asking Pasco County employees to help us in the administering of elections. The County Administrator has authorized "Civic Leave" for county employees who work Election Day as a pollworker at any Polling Place or as a phone bank operator at our Election Day Command Center located in Dade City. Pollworkers must be residents of Pasco County, however, phone bank operators may live in Pasco or surrounding counties.

Help our community participate in democracy.

As a pollworker or phone bank operator, you will be trained on the responsibilities and expectations of your assigned position. By providing excellent customer service, you will help the elections' office to continue Pasco County's tradition of running transparent, secure elections with accurate and timely results. Learn more about being a Pasco County Pollworker at www.pascovotes.com/Pollworkers.

How does this civic leave program work?

Follow these simple instructions:

1. Ask your supervisor for permission to work for the elections' office on Election Day.
2. Email pollworker@pascovotes.com or call 800-851-8754 to let our Pollworker Coordinators know you want to sign-up to be a pollworker. You will need to provide your name, home address, email address, and contact numbers. Be sure to note if you are bilingual in Spanish.
 - a. If you are interested in working at the phone bank in Dade City instead of a polling place, please make note of that in your email or let the staff member know over the phone.
3. You will receive email notifications for training dates and work assignments. By law, all pollworkers must be trained prior to each election. Training sessions last 1 ½ to 4 hours depending on the pollworker position. Phone bank operators are required to attend an all-day training.
 - a. Every effort is made to place a worker at a polling place as close to their home as possible. However, some travel may be required to get to an assigned precinct.

Learn more about us at www.pascovotes.com

EARN A LITTLE EXTRA MONEY...

As a Pasco County employee taking civic leave, you will be paid by Pasco County for a normal work day. You will also be paid a stipend from the Supervisor of Elections that covers training classes and the extra hours worked on Election Day. The amount of the stipend depends on the position worked. A typical Election Day is from approximately 6:00 a.m. until 8:00 p.m.

Precinct Supervisor – (Your daily salary + \$230.00 – includes pick-up and drop-off of supplies)

- ★ Pick-up supplies at assigned location day before Election Day
- ★ Follows all procedures to open and close polls
- ★ Maintains an effective, efficient polling place while providing excellent customer service
- ★ Supervises all pollworkers assigned to polling place
- ★ Drop-off supplies at assigned location after closing of the polls Election Night with the VSS

Voting System Specialist (VSS) – (Your daily salary + \$190.00 – includes drop-off of supplies)

- ★ Opens and closes the voting equipment (DS200 and ADA ExpressVote) with Attendant
- ★ Oversees the voting equipment throughout Election Day
- ★ Assist voters at the DS200 or Privacy Booth area throughout Election Day
- ★ Assists voters with disabilities at the ADA ExpressVote
- ★ Drop-off supplies at assigned location after closing of the polls Election Night with the Precinct Supervisor

Ballot Distributor – (Your daily salary + \$160.00)

- ★ Responsible for the verification and reconciliation of ballots allotted to the polling place
- ★ Accepts voting passes from voters and issues appropriate paper ballot to voters

EViD Specialist – (Your daily salary + \$160.00)

- ★ Opens and closes the EViD machines (electronic poll books) with the EViD Operator
- ★ Assists voters at the Help Desk making changes to voter records as needed
- ★ Contacts Election Day Command Center with voter eligibility issues
- ★ Processes paperwork including provisional ballots

EViD Operator – (Your daily salary + \$140.00)

- ★ Assists the EViD Specialist with the opening and closing of the EViD machines (electronic poll books)
- ★ Greets and checks in voters at the Check-In Station
- ★ Verifies voter information and issue voting passes to eligible voters

Attendant – (Your daily salary + \$125.00)

- ★ Assists the VSS with the opening and closing of the voting equipment
- ★ Attends to voters at the DS200 or Privacy Booth area throughout Election Day

Poll Deputy – (Your daily salary + \$115.00)

- ★ Deputized by the Pasco County Sheriff
- ★ Responsible for outside signage at the polling place
- ★ Stationed outside all day except during inclement weather
- ★ Assists voters in and out of the polling place as needed
- ★ Performs periodic perimeter check around the outside of the polling place and maintains the No Solicitation Zone

Phone Bank Operator – (Your daily salary + \$150.00)

- ★ Takes telephone calls from pollworkers regarding voter registration/eligibility
- ★ Takes telephone calls from the public regarding voter registration, polling places, voting hours, etc.
- ★ Works approximately 5:30 a.m. to 7:30 p.m. Election Day
- ★ Stationed in Dade City on Election Day

**A typical Election Day is
from 6 a.m. until
approximately
8 p.m.**