

# Election Worker Application

## Personal Information

1. \*Legal Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_
2. \*Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ 3. \*Social Security Number \_\_\_\_-\_\_\_\_-\_\_\_\_
4. \*Email Address \_\_\_\_\_
5. \*Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
6. \*Phone Number: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_
7. \*Are you 16 or older? Yes  No  8. \*If you are 18 or older, please list the City or Township, Ward, and Precinct where registered. City or Township: \_\_\_\_\_  
Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_. Lookup your registration at [Michigan.gov/vote](https://Michigan.gov/vote).
9. \*Mark your Political Party Affiliation:  Republican  Democratic  Libertarian  
 U.S. Taxpayers  Natural Law  Green
10. \*Have you ever been convicted of a felony or election crime? Yes  No
11. \*Are you related to anyone holding public office? Yes  No  If so who? \_\_\_\_\_
12. Are you a full-time, City employee? Yes  No  13. Why do you want to be an election worker?  
\_\_\_\_\_

## Education and Experience

14. \*What is the highest grade or level of school you have completed? \_\_\_\_\_
15. \*Please list your current or last place of employment, your role, the work you performed, or other relevant training or experience:  
\_\_\_\_\_  
\_\_\_\_\_
16. Do you have any leadership or supervisory experience? If so, please describe:  
\_\_\_\_\_  
\_\_\_\_\_
17. Have you ever been an election worker? Yes  No  If yes, when and where? \_\_\_\_\_

## Election Worker Assignment

18. \*Do you have transportation? Yes  No
19. \*Will you work in any polling place? Yes  No  If not, please explain your preference:  
\_\_\_\_\_
20. \*Please check all election worker roles you are interested in. To view job descriptions visit [www.grandrapidsmi.gov/Government/Departments/City-Clerk/Election-Worker-Job-Descriptions](https://www.grandrapidsmi.gov/Government/Departments/City-Clerk/Election-Worker-Job-Descriptions)  
 General Worker  E-Pollbook  Greeter  AVCB  Chairperson
21. \*Are you available to work the upcoming election? Yes No

### Skills

22. Are you bilingual? Yes  No  If so, what language(s) do you speak? \_\_\_\_\_

23. How often do you use a computer?  Daily  Weekly  Occasionally  Rarely  Never

24. Were you referred by a current election worker? Yes  No

If yes, please provide his or her name: \_\_\_\_\_

25. Where did you hear about this opportunity? \_\_\_\_\_

26. Place a checkmark at your level of skill for the following:

	Expert	Advanced	Intermediate	Basic	None
General computer use					
Operating a mouse and keyboard					
Navigating drives and file folders					
Correcting mistakes					
Saving documents to flash drives					
Searching for information in a program or on the web					
Minimizing and maximizing windows					
Switching back and forth between windows					
Looking through instructions or tutorials to find out how to perform an action					
Attention to detail when operating a computer					

### Election Worker Requirements

- The ability to move, lift and assemble voting booths, ballot bags, and voting equipment with weights occasionally exceeding 20 pounds;
- The visual ability to read precinct lists, applications to vote, and ballots as well as other clerical work assigned by the Chairperson;
- The ability to deal with the public in a courteous, patient, and efficient manner; and
- The ability to sustain long periods of sitting and standing throughout the day, as the demands of voters may require.
- Attend training prior to working as an election inspector.
- Remain at the polling location from 6:00 am until dismissed by the Clerk when work is completed after the 8:00 pm poll closing. The only exceptions are breaks permitted by the Chairperson. Chairpersons are required to deliver election materials to 201 Market SW after the polls close.

I have read the above job description and believe I can perform all the required duties and I certify that I am not a member or a known active advocate\*\* of a political party other than the party identified above. I further certify that the foregoing statements are true to the best of my knowledge and belief.

\_\_\_\_\_  
\*Signature of Applicant

\_\_\_\_\_  
\*Date

Return applications to [electionworker@grcity.us](mailto:electionworker@grcity.us) or by mail to City Clerk's Office, C/O Election Labor Team, 300 Monroe Ave NW 2<sup>nd</sup> Floor, Grand Rapids MI 49503.

\* Required Field

\*\*"A known active advocate" of another party is defined as a person who: (a) Is a delegate to the convention or an officer of that other party; (b) Is affiliated with that party through an elected or appointed government position; or (c) Has made documented public statements specifically supporting by name the other political party or its candidates in the same calendar year as the election for which the appointment is being made. As used in this subdivision, "documented public statements" means statements reported by the news media or written statements with a clear and unambiguous attribution to the applicant.