



Shasta County Registrar of Voters

Student Poll Worker Program

The Shasta County Registrar of Voters Office coordinates and administers a highly successful Student Poll Worker Program that offers qualified high school students the opportunity to get involved with the democratic process. While students may learn the basics of democracy in the classroom, this invaluable elections training and real life experience will lay the foundation for a lifetime of civic involvement and responsibility.

REQUIREMENTS FOR PARTICIPATION

- Be a U.S. Citizen
- Be at least 16 years of age
- Have a 2.5+ G.P.A.
- Receive parent/guardian permission
- Get the approval of your school counselor or principal
- Complete Poll Worker training class
- Participate in polling site setup
- Work full or half day on Election Day

BENEFITS TO STUDENTS

- Earn a \$100.00 stipend for working Election Day (\$50.00 for half day)
- Earn community service credits
- Learn about the election process first hand
- Learn about the importance of voting
- Fulfill your civic responsibility
- Gain phenomenal volunteer experience (great addition to your college applications)
- Learn valuable skills by working with the public
- It's a great addition to your résumé

- Essential job experience that involves cooperation, organization, decision making & customer service skills
- Valuable intergenerational experience

HOW TO APPLY

- Pick-up a Student Poll Worker Application from your school office or the Shasta County Clerk's Office at 1643 Market Street in Redding.
- Apply on-line at www.elections.co.shasta.ca.us.
- Download the application from our website.
- PLEASE NOTE: Written permission from both your parent/guardian & school counselor/principal MUST be submitted with your application.
- If you would like community service credits in lieu of a stipend, please notate on the top of your application.

To submit the application, you may either mail, fax, e-mail, or hand-deliver it to our office.

*This program is conducted on a first come-first served basis.
Positions are limited so apply early!*

WHAT HAPPENS AFTER I APPLY?

Once your application is approved and you have been selected to be on a Precinct Board, you will receive an "Official Notice of Appointment" in the mail. The letter will include all of the available training dates (you will need to register to attend one class) as well as your Election Day assignment (local Polling Site). As the election draws near, your Inspector will contact you with further instructions.

TRAINING

To participate as a Student Poll Worker, you must complete one in-class training session before Election Day. The class will provide you with the processes and procedures you need to know in order to effectively perform your duties. We offer classes in Redding, Anderson and Burney beginning one month before Election Day.

BEFORE THE ELECTION

Your Inspector will contact you prior to Election Day regarding the pre-election set-up of your Polling Site. Please arrange transportation and directions to the Polling Site before Election Day.

ELECTION DAY

Polls are open from 7 a.m.-8 p.m. Poll Workers work from 6 a.m. until approximately 1 hour after the polls close (except for regular breaks and meals

breaks). If you wish to share the Election Day shift with a fellow student, you must make arrangements with our Elections Specialist prior to Election Day.

BREAKS

Full day students are given 15 minute breaks throughout the day, along with an hour lunch break and a half hour dinner break. The Inspector will schedule the breaks so that there is always adequate staffing to handle voters. We recommend that you bring food and drinks for the day as work will be steady.

DRESS AND DEMEANOR

Dress appropriately and maintain personal hygiene. Wear layered clothing, as temperature conditions will vary during the day. You are representing the county as a non-partisan Student Poll Worker. Therefore, conversations about political party activities or philosophies, observations about voting activities of individuals or groups, or any dialogue which is political in nature are not permitted within the Polling Site. Treat everyone with respect and dignity.

CANCELLATIONS

If you are not able to meet your responsibilities as a Student Poll Worker for any reason, please contact our office and your Inspector as soon as possible. There are a limited number of placements in many areas, and your prompt notification may provide an opportunity for another student to participate.

COMMUNITY SERVICE CREDITS OR STIPEND

As a volunteer Student Poll Worker, you have the option of receiving community service credits or a stipend for your participation in the program. A letter detailing earned community service credits will be provided to your school after the election. The stipend includes \$100.00 for the full Election Day, and \$50.00 for a half day. Stipends will be sent to the mailing address provided in your application, and will arrive one month after Election Day.

ATTENDANCE

We maintain rigorous attendance records for every Student Poll Worker and furnish schools with a post election attendance list to monitor and verify participation.

QUESTIONS ABOUT THE PROGRAM?

Please call Kristy Lanham at 530.225.5183 or e-mail klanham@co.shasta.ca.us