

**How to Apply!**

You may apply to be an election judge by completing the application below and mailing it to:

City of Moorhead  
Attn: City Clerk  
500 Center Avenue, Box 779  
Moorhead, MN 56561-0799

Or you may email a scanned application to:

cityclerk@cityofmoorhead.com

Or call 299.5166

\*If you are a college student, please provide your address and phone number at school.

**APPLICATION:**

Name:
Address:
Primary Phone:
Email:

**Please list top 3 precincts that your are interested in serving at with 1 being the most preferred.**

**WARD 1**

- \_\_\_Ward 1, Precinct 1: Believer Fellowship Church
- \_\_\_Ward 1, Precinct 2: Clay County Courthouse
- \_\_\_Ward 1, Precinct 3: Moorhead City Hall

**WARD 2**

- \_\_\_Ward 2, Precinct 4: Moorhead Sports Center
- \_\_\_Ward 2, Precinct 5: Lutheran Church of Christ the King
- \_\_\_Ward 2, Precinct 6: Grace United Methodist Church

**WARD 3**

- \_\_\_Ward 3, Precinct 7: First Presbyterian Church
- \_\_\_Ward 3, Precinct 8: Valley Christian Church
- \_\_\_Ward 3, Precinct 9: Bluestem Center for the Arts

**WARD 4**

- \_\_\_Ward 4, Precinct 10: Triumph Lutheran Brethren Church
- \_\_\_Ward 4, Precinct 11: Brookdale Baptist Church
- \_\_\_Ward 4, Precinct 12: Lutheran Church of the Good Shepherd
- \_\_\_Ward 4, Precinct 13: Calvary Church at Village Green

**Party Affiliation:**

- Democrat Party
- Independence Party
- Republican Party
- No Party (Independent)
- Other \_\_\_\_\_

**I am available for the following Elections:**

- Primary, August 14, 2018
- General, November 6, 2018

**I am available for the following shifts:**

- 6:00 am—8:00 pm (ALL DAY)
- 6:00 am—3:00 pm
- 3:00 pm—8:00 pm

**Training Sessions: Must attend one!**

Training will be held at the Clay County Courthouse Board Room in Moorhead. (807 11th St N, Moorhead)

- Monday, June 11, 2018 from 6:30 pm – 8:30 pm (Head Judge Training from 8:30 pm – 9:30 pm)
- Wednesday, June 13, 2018 from 9:00 am – 11:00 am (Head Judge Training from 11:00 am – 12:00 pm)
- Wednesday, June 13, 2018 from 1:30 pm – 3:30 pm (Head Judge Training from 3:30 pm – 4:30 pm)
- Wednesday, June 20, 2018 from 6:00 pm – 8:00 pm (Head Judge Training from 8:00 pm – 9:00 pm)

**Are you interested in serving as a Co-Head Election Judge? (Must be available all day)**

- Yes                       No

**Are you interested in helping with Health Care Facility Voting?**

- Yes                       No

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Required Qualifications to be and Election Judge:

To be an election judge you must meet all of the following qualifications:

- You must be eligible to vote in MN
- You must be able to read, write, and speak English
- You cannot be a spouse, parent, child, or sibling of any election judge serving in the same precinct at the same time
- You cannot be a candidate or the spouse, parent, child, or sibling of any candidate on the ballot in that precinct

## Student Eligibility:

- College students at least 18-years-old may serve as election judges

## Desired Qualifications:

- Ability to communicate clearly with voters
- Comfortable with assisting and serving a diverse population
- Ability to remain impartial and not exert influence over voters
- Physical and emotional stamina
- Attention to detail
- General math skills
- Fluency in a second language

## Duties of an Election Judge



### Duties of an Election Judge

- Set up the polling place
- Operate voting equipment
- Direct voters to the correct line
- Register individuals to vote
- Ensure all qualified voters are permitted to vote
- Demonstrate how to vote
- Distribute ballots to voters
- Assist voters
- Close down polling place following voting
- Determine results after polls close
- Certify the polling place results

# SERVE AS AN ELECTION JUDGE

PRIMARY ELECTION

AUGUST 14, 2018

&

GENERAL ELECTION

NOVEMBER 6, 2018