



TULSA COUNTY ELECTION BOARD

Needs New

PRECINCT OFFICIALS!

*Training Classes
Available 2019*



**Contact: Kelly Fidler, Judy Hollingsworth
or Ashley Hackett @ 918.596.5762**

TULSA COUNTY ELECTION BOARD
electionboard@tulsacounty.org

PRECINCT OFFICIAL JOB DESCRIPTIONS AND DUTIES

• TULSA COUNTY ELECTION BOARD •

Inspector

- Picks up supplies and ballots from the Election Board office the day before the election and takes supplies and ballots to the poll on election day. Opens the poll.
- Assists voters during election day and ensures ballots are processed correctly through the voting device.
- Returns supplies, ballots and voting device on election night to the Election Board office.
- Inspectors are paid \$97.00 per election plus mileage.

Judge

- Greets voters, verifies voter identification and locates voters' names on the Precinct Registry.
- Processes voters during election day and communicates with Clerk to ensure voters are issued the correct ballots.
- Judges are paid \$87.00 per election. Mileage is paid if 20 miles or more is traveled round-trip.

Clerk

- Issues the appropriate ballots to voters.
- Directs voters to voting booths and voting device.
- Clerks are paid \$87.00 per election. Mileage is paid if 20 miles or more is traveled round-trip.

Provisional Voting Officer (PVO)

- Processes voters who do not have proper voter identification or whose name is not in the Precinct Registry, etc., but who may be eligible to vote.
- Have provisional voters complete necessary ballots and forms to be turned in on election night.
- PVO's are paid \$87.00 per election. Mileage is paid if 20 miles or more is traveled round-trip.

PAY INCREASE FOR ALL POSITIONS COMING IN 2020!

Precinct Officials are required to be registered voters in Tulsa County. Polls are open from 7:00 a.m. to 7:00 p.m. Precinct Officials must be at the polls at 6:30 a.m. on election day and work together as a team to open the polls, process voters, close the polls and pack the supplies after the poll is closed at 7:00 p.m. All Precinct Officials leave at the same time - after the poll is closed and all supplies are packed and loaded in the Inspector's vehicle - to be returned immediately to the Election Board office. Precinct Officials are paid on election night after the polls close and also receive \$25.00 for attending a mandatory one day training at the Election Board office prior to working at a poll. Please commit to working at least one year for us.

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EMPLOYMENT APPLICATION FOR PRECINCT ELECTION OFFICIALS

The Precinct Official Coordinator will contact you with additional information. Questions may be addressed by calling Kelly Fidler, Judy Hollingsworth or Ashley Hackett at 918.596.5762.

Name

Address

Phone

Birthdate

Additional Name

Additional Address

Additional Phone

Comments

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