

# Office of the City Clerk Election Division



## Neighborhood Council (NC) Pollworker Volunteer Program

The Office of the City Clerk – Election Division is seeking individuals that are interested in volunteering as pollworkers for the 2010 Neighborhood Council Elections. Volunteers will take part in the electoral process while improving the quality of Los Angeles neighborhoods for residents.

We are especially looking for individuals who are bilingual in English and another language including, but not limited to Chinese, Japanese, Korean, Spanish, Tagalog and Vietnamese.

### **POLLWORKER INFORMATION**

On Election Day, pollworkers will work for approximately eight (8) hours at varying times to assist with administering voting for NC elections. Individuals that are interested in volunteering as pollworkers must agree to do so on a **voluntary basis and will not receive any compensation for their service**. This includes the eight (8) hours of service on Election Day as well as the mandatory training session.

### **REQUIREMENTS**

To be a volunteer pollworker, you must be:

- At least 18 years of age by Election Day
- Able to speak, read and write English or be bilingual
- Signed up by the established deadline
- Able to provide your own transportation and means of communication (e.g., telephone, cell phone)
- Attend the mandatory training session
- Willing to work at a location assigned by the Election Division
- Willing to participate on a **voluntary basis**
- Willing to **work outside of the Neighborhood Council where you intend to vote**

### **POLLWORKER ASSIGNMENT**

Once you sign up to be a pollworker, you will receive an appointment notice detailing the Neighborhood Council you are assigned to along with the election date and time. You will also receive the dates, times and location of the mandatory training sessions. **All pollworkers must attend training in order to work on Election Day.** The training sessions will be held at the Election Division Office and last approximately three (3) hours. Individuals that do not sign up to be a pollworker by the established deadline will not be able to participate.

If you would like to participate in the pollworker volunteer program for Neighborhood Council Elections, please email your full name, address, daytime phone number(s), and email address to the Pollworker Recruitment Office at [Clerk.ElectionPW@lacity.org](mailto:Clerk.ElectionPW@lacity.org). For additional information, you can contact our office at (213) 978-0363 or toll free at (866) 899-8683.