

*Be an Election Officer!*



**SERVE YOUR COMMUNITY  
AND  
MAKE MONEY DOING IT!**

**COUNTY OF RIVERSIDE  
REGISTRAR OF VOTERS**  
2724 Gateway Drive, Riverside, CA 92507  
(951) 486-7200 • (800) 773-VOTE (8683)  
TTY: (951) 697-8966  
[www.voteinfo.net](http://www.voteinfo.net)

Are you detail oriented and enjoy working with people? Are you available to work a full day? Are you able to attend a 3 hour training class prior to Election Day? If you answered yes to all of the above, the Registrar of Voters invites you to serve as an Election Officer. Please join us for a rewarding and enjoyable day while performing your civic duty!

Anyone who is 16 years of age and older may serve as Election Officers at the polls during Federal, State, and local elections. We need approximately 3,500 volunteers to serve at one of many polling places throughout the County of Riverside. We encourage individuals with bilingual skills in Spanish, Tagalog, Korean, Chinese (Cantonese/Mandarin), Vietnamese, and American Sign Language (ASL) to serve as Election Officers to assist voters who may be limited in English proficiency. Community participation is essential and we encourage you to put democracy into action.

Although serving as an Election Officer is considered a volunteer position, Riverside County compensates all Election Officers. Inspectors (the lead officer) receive \$125.00 for Election Day and Precinct Officers receive \$90.00.

All Election Officers are required to attend a state mandated training session. Training sessions are scheduled during the day, evenings, and Saturdays to accommodate busy life-styles. Compensation\* of \$20.00 is paid for attending the required training session.

\* Compensation is forgone if an officer does not work on Election Day.

As an Election Officer some core duties will include:

- Setting up the polling place the day before the Election.
- Staffing the polling place from 6:15 a.m. to approximately 9:30 p.m.
- Opening the polling place at 7:00 a.m. and closing at 8:00 p.m.
- Greeting and processing voters.
- Instructing voters to correctly mark ballots and on the use of the Accessible Voting Unit.
- Accounting for and returning all ballots and election materials to the Registrar of Voters' office immediately after the polls close.

We hope you will consider serving as an Election Officer for upcoming elections and we look forward to seeing your application! To apply you may submit your application (see application on inside of brochure) to the Registrar of Voters' office via regular mail, fax, or e-mail.

**Mail:**  
County of Riverside Registrar of Voters  
Election Officers & Polls Division  
2724 Gateway Drive  
Riverside, CA 92507

**Fax:**  
(951) 486-7320

**E-mail:**  
[rovpolls@rivco.org](mailto:rovpolls@rivco.org)

County of Riverside Registrar of Voters  
2724 Gateway Dr.  
Riverside, CA 92507-0918

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