

Chart of Necessary Election Workers

Role	Duties	Appointing Party	Qualifications	Compensation
Election Judge	Management of polling place on election day; preserve order and prevent breaches of peace. Management of clerks' hours and activities.	School Board	Must be a qualified voter in the District. Cannot hold any public office (e.g., School Board) Cannot have been convicted of election-related crime.	Yes; must be paid at least federal minimum wage.
Alternate Election Judge/Clerk	Performs Election Judge's duties in his/her absence. Performs duties assigned by judge in conducting election.	School Board selects Alternate Judge; Election Judge selects Election Clerk	Same as Election Judge.	Yes; must be paid at least federal minimum wage.
Election Clerk	Performs duties assigned by judge in conducting election.	Election Judge	Same as Election Judge. Student Clerks are authorized under the Election Code; if interested, contact us for additional information.	Yes; must be paid at least federal minimum wage.
Early Voting Clerk	Officer in charge of conducting early voting for the election. Also, maintains hours on election day for early voting activities.	School Board	Must be a qualified voter in the District or an employee of the District.	Employees serving as EVC need not be compensated. Others are entitled to

			<p>Cannot hold any public office (e.g., School Board)</p> <p>Cannot have been convicted of election-related crime.</p>	compensation at the rate set by the District.
Deputy Early Voting Clerk	Also, an officer of the election for conducting early voting with same authority of EVC subject to their supervision.	School Board	Same as EVC.	Employees serving as Deputy EVC need not be compensated. Others are entitled to compensation at the rate set by the District.
Early Voting Ballot Board Judge	Oversees EVBB's processing of early voting results for the election-mail ballots and provisional ballots.	School Board	Same as Election Judge.	Should be compensated the same as Election Judges.
Early Voting Ballot Board Members	Process early voting results for the election-mail ballots and process provisional ballots.	Early Voting Ballot Board Judge	Same as Election Judge.	Should be compensated the same as Election Judges.
Signature Verification Committee (Five Members)	SVC compare signatures on application for mail ballot to carrier envelope to confirm signature is that of the voter's.	School Board	Must be a qualified voter in the District.	Not specified by law; recommended to compensate at same rate as Election Judge.
Central Counting Station ("CCS") Manager	Management of central counting station and personnel; established written plan for station.	School Board	Same as EVC; EVC may serve as CCSM.	Entitled to compensation at the rate set by the District.
CCS Tabulation Supervisor	Management of automatic tabulating equipment for counting ballots.	School Board	Same as Election Judge.	Entitled to compensation at the rate set by the District.
CCS Presiding Judge	Maintaining order of station, and conferring with personnel and review of irregularly marked ballots.	School Board	Same as Election Judge.	Entitled to compensation at the rate set by the District; minimum of 5 hours.