

COMPENSATION

Judges, members on absentee board and alternates will receive a base pay set by the county commissioners for the school. If they work an election they will receive no less than minimum wage for the hours they work. They will also receive mileage for anything traveled over 5 miles.

BASIC GENERAL DUTIES

1. You must be able to work long hours. (At least 14 hours per election.) Begin at 6 a.m. Some lifting of ballots, boxes, etc; frequent sitting, standing, stress related to problems, etc.
2. Must be able to perform duties in a non-partisan manner.
3. Swear in on Election Day that you will uphold your duties.
4. Help set up your table and area before the polls open at 7 a.m.
5. Check that persons are qualified to vote. Process them in poll books or register them to vote. Provide them with a ballot and explain voting process.
6. Help clean up table, box and area after polls close.
7. Make sure poll book and voting machine balance and assist in getting unofficial results to county clerk before the night is over.

8. Be available in the week following the elections with regards to problems or questions about Election Day.

Each judge may have different duties and those may change throughout the day.

Call (307) 332-1089

Call (307) 857-3682

Yes I am interested in having my name submitted to the party chairman. I understand that this does not guarantee that I will be appointed, and if I am appointed it may be for judge, alternate judge or absentee board. I am willing to serve on any of these boards.

Signature

Name (please print)

Physical Address

Mailing Address

Home and Work Phone Numbers

Email Address

Mail to: Fremont County Elections Office
450 N. 2nd, Rm 120
Lander, WY 82520

EVERYTHING YOU
WANTED TO KNOW
ABOUT BEING AN
ELECTION JUDGE!

Julie A. Freese
Fremont County Clerk
Fremont County, Wyoming

450 N. 2nd St., Room 220
Lander WY 82520
(307) 332-1089
(307) 857-3682

1-800-967-2297 (in county only)

Fax (307) 332-1118

email: elections@fremontcountyyw.gov

2016 Election Days

Primary Election August 16

General Election November 8

Fremont County Elections Office

Prepared 02/19/16

WHAT ARE THE QUALIFICATIONS FOR BEING A JUDGE?

Wyoming Statute 22-8-102 states “Judges of election and members of absentee boards shall be **registered electors** and shall be physically, morally and mentally competent to perform their duties...” You must be able to work at least 14-hour days. If you or a family member is running for an office that will be on the election ballot, you are unable to work as a judge for that election.

WHAT IS THE TERM FOR AN ELECTION JUDGE?

If you are chosen as a judge, alternate judge or absentee board member you will serve a two (2) year term. This will be approximately June 2014– May 2016. Fremont County has other elections besides the primary and general and you may be called upon to work at elections throughout the two (2) year term.

FEEL GOOD BY DOING A CIVIC DUTY... Become an Election Day Official!

HOW ARE ELECTION JUDGES SELECTED?

The county chairman of each major and minor political party in each county may certify to the county clerk a list of registered electors residing in the county and affiliated with the party who are

willing to serve as a judge of election. The municipal clerks in Fremont County may also submit a list. The county clerk will then appoint judges from the lists provided. If the list of nominees are insufficient, the county clerk may appoint any elector otherwise qualified to be a judge or a member of an absentee board. Electors may be appointed as judges, alternate judges or for the absentee board.

WHAT IS THE DIFFERENCE BETWEEN JUDGES, ALTERNATE JUDGES AND A MEMBER OF THE ABSENTEE BOARD?

Judge: A person who has been appointed and accepted the appointment to actually work on Election Day.

Alternate Judge: A person who has been appointed and accepted the appointment to work as an alternate judge. This person will be “on call” to work as a judge on Election Day. They may be contacted a week in advance or on Election Day. This is a very important position because a judge may get sick at the last moment and an alternate judge will be called to work. Wyoming statutes require that to open the polls we must have three (3) judges. If the alternate declines to work and there are only two (2) judges, the voting poll cannot open.

Absentee Board: The absentee board is called on Election Day to come to the courthouse or other designated area and tally absentee ballots.

I KNOW PEOPLE THAT HAVE BEEN ALTERNATE JUDGES FOR MANY YEARS AND HAVE NEVER HAD THE OPPORTUNITY TO WORK. WHY IS THAT?

If we have a group of judges that work very well together and wish to continue to serve we try to keep them working. Everyone involved, except for election staff, are volunteers and we depend greatly on people understanding the process and working with us to make election day the best possible.

TRAINING

The county clerk will set a time and date to conduct a training school. All judges, alternate judges, and absentee board members are **required** to attend at least one (1) school in order to serve. They shall be paid a flat rate for attending and mileage to travel to the school over 5 miles.

ACCEPTANCE

The county clerk will send a notice of appointment with an acceptance form to each person selected to serve as a judge or a member of an absentee board or alternate judge. Each appointee shall file his acceptance with the county clerk. Failure to file the acceptance within twelve (12) days results in a vacancy of that position.
