



King William County ELECTORAL BOARD

Needs your help as an Officer of Election

Why am I needed?

Approximately 30 Officers of Election are needed to conduct a Primary Election and 50 are needed to conduct a General Election.

Am I eligible?

Yes, if you are:

- A registered voter in Virginia
- People oriented and enjoy serving the public

When am I needed?

Usually every year for the November General Election and/or the June Primary. You are required to report to your assigned polling place at 5:00 am. You are not allowed to leave until the polls close (7:00 pm) and the paper work is completed.

Officer of Election duties at the polling place include:

- Ensuring a fair and impartial election is held
- Prepare the precinct
- Setting up the equipment; disassembling of the equipment for storage
- Demonstrate voting procedures to voters
- Close precinct
- Certifying the election results
- Chief Officer picks up and returns election material

Will I be trained?

Yes, an instructional class is held prior to each election.

Where will I work?

Public buildings, schools, churches and fire stations are used as polling places.

Will I be paid?

Election Officials are compensated at various rates of pay according to their responsibilities at the polling place.

How do I apply?

Complete the form below and mail as indicated; or call the Voter Registration & Elections Office at (804) 769-4952; or email gregistrar@kwc.gov for more information

The King William County Electoral Board invites you, as a registered voter, to become an active participant in your local government. As an Officer of Election, you help provide our citizens with the extraordinary form of government of our great Commonwealth. You are never fully compensated for the value of your service.

The Electoral Board appreciates and thanks the citizens who serve with them to help provide the important election process.

Application Form (return this portion to the Voter Registration & Elections Office)

Name: _____

Address: _____

Primary Phone: _____ Other: _____ Email: _____

Registered Voter: ___ Yes ___ No

If you are interested in becoming an Officer of Election, please return this completed form to King William County Voter Registration & Elections, 180 Horse Landing Road #1, King William, VA 23086

- Completing this form does not guarantee appointment as an Officer of Election, an election official will contact you if confirmed.