



WHITE COUNTY BOARD OF ELECTIONS & REGISTRATION

Amie Veater, Supervisor of Elections

1241 Helen Highway, Suite 210 • Cleveland, Georgia 30528

White County 2024 Poll Worker Policy

Under the direction of the Elections Supervisor and the Election Board, the Poll Workers ensure the eligibility of voters and explain voting procedures to ensure the conduct of a fair and accurate election.

POLL WORKER REQUIREMENTS

- Must be a U.S. Citizen
- Must be a current White County Resident
- Must be a minimum 16 years of age
- Must have the ability to read/write/speak the English language
- Must be able to work a full day at the polls, Election Days are approximately 14 hour days
- Must not hold a current Public Office position
- Is not a parent, spouse, child, brother, sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law or sister-in-law of a candidate whose name appears on the ballot in the precinct in which the poll worker will be assigned during a primary or election
- Must not have ever been convicted of a felony
- Basic computer skills are helpful
- Must be able to lift 50 lbs.

POLL WORKER RESPONSABILITIES

- All Poll Workers, once selected, must attend a four-hour training on policy, procedures, and election equipment; training is required before each election.
- Managers and Assistant Managers must attend an additional two-hour training.
- All Poll Workers must work together the day before the election to set-up their assigned polling precinct and prepare for Election Day.
- You may work during Advanced Voting or Election Day or both.
- On Election Day, every Poll Worker must arrive at their assigned polling location at 6:00 am and must be prepared to work until every citizen of White County has an opportunity to vote and the precinct is packed up. (approx.14 hours)

MANAGER

The Precinct Manager serves as the Subject Matter Expert on Election Policies and Procedures for their selected precinct. The fundamental duty is to ensure that their precinct is in compliance with the rules and regulations as prescribed in the Official Code of Georgia Annotated Manual and the White County Election Procedures.

ASSISTANT MANAGER

The Assistant Manager serves as the immediate back up of the Precinct Manager. The Assistant Manager also serves as the Subject Matter Expert on Election Policies and Procedures for their selected precinct. The fundamental duty is to ensure that their precinct is in compliance with the rules and regulations as prescribed in the Official Code of Georgia Annotated Manual and the White County Election Procedures.

CLERK

The Clerk serves as the responsible party who searches the precinct listing of registered voters through the Poll Pad to ensure voters are eligible to cast their ballot on the Ballot Marking Device (BMD). They ensure the voters complete the Voter's Certificate (if necessary), showed the appropriate identification, and has returned the green Voter Access card upon completion of voting and issues every voter an "I'M A GEORGIA VOTER" Sticker.

2023-2024 Board Members:

Louise Nix, Chairman of the Board • Todd Marks, Vice Chairman of the Board
Russell Mobley, Secretary of the Board • Mike Mays, Board Member • Lorie Crumley, Board Member

COMPENSATION

Poll Worker compensation will be based on specific positions/roles and will be paid Per Diem (flat-rate):

*All compensation will be paid at the conclusion of each election.

In-Person Training - \$25 per training

Election Day

- Manager – \$260.00
- Assistant Manager - \$245.00
- Poll Worker – \$180.00

Advanced Voting (scheduled as ½ days)

- Manager – \$70.50
- Assistant Manager - \$66.50
- Poll Worker – \$57.00

ADDITIONAL INFORMATION

- The above compensation includes precinct setup the day before Election Day.
- All Advanced Voting hours will be scheduled as ½ days.
- All Poll Workers are responsible for their lunch and drinks on Election Day.
There shall be no solicitation for lunches (including, but not limited to, restaurants, county officials, candidates, organizations, etc.)

ELECTION WORKERS: REPORTING AND WITHHOLDING

If there is no Section 218 Agreement, the rules for mandatory Social Security and Medicare apply. Services not subject to mandatory Social Security and Medicare coverage include those performed by an election worker whose pay in a calendar year is less than the Federal threshold amount (\$2,000 from January 1, 2024 to present, adjusted for inflation) per Sections 3121(b)(7)(F)(iv) and 3121(u)(2)(B)(ii)(V). FICA taxes apply from the first dollar paid if an election worker is paid the federal threshold amount or more. For example, when payments made to an election worker in 2024 meet the Federal threshold amount, \$2,000, all amounts paid to the worker are subject to FICA, including the first \$1,999.

POLL WORKER MANUAL

A Poll Worker Manual will be provided to every Poll Worker. Poll Workers are responsible for maintaining their Manual and bringing it with them to all future training sessions. There will be a \$15 fee charged for a replacement Manual.

****White County Board of Elections and Registration will prioritize White County residents for Poll Worker positions before utilizing out of county Poll Workers. This strategy aims to engage and involve local community members in the electoral process creating a strong community connection during elections.**

Name	Signature	Date
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NOTICE: The recruitment, selection, appointment, and promotion of employees shall be in such a manner as to promote equal employment for all persons without regard to race, age, color, creed, religion, ancestry, sex, national origin, physical handicap, or political affiliation.