



## FREQUENTLY ASKED QUESTIONS

### WHAT HOURS DO ELECTION JUDGES WORK?

Election judges arrive at their assigned Election Day voting site no later than 5:15 a.m. and remain until all closing tasks are completed after the polls close at 7 p.m. There are no partial or half-day work options.

### CAN I VOTE ON ELECTION DAY?

Election judges are strongly encouraged to vote by mail or early.

### ARE MEALS PROVIDED?

Election judges at each voting site collectively plan and are responsible for their meals.

### IS IT LEGAL TO MISS WORK WHILE SERVING AS AN ELECTION JUDGE?

Per Illinois law, yes. But you must give your employer at least 20 days written notice. The law only applies to employers with 25+ employees. Don't be reluctant to ask your employer for the day off! Most companies consider it part of their civic duty to be supportive of elections.

### WHEN WILL I RECEIVE MY CHECK?

Paychecks are printed and mailed about 4 to 6 weeks after Election Day.

## ILLINOIS ELECTION CALENDAR EVEN-NUMBERED YEARS

**MARCH**  
GENERAL PRIMARY  
3<sup>rd</sup> Tuesday

**NOVEMBER**  
GENERAL  
1<sup>st</sup> Tuesday  
after 1<sup>st</sup> Monday

## ODD-NUMBERED YEARS

**FEBRUARY**  
CONSOLIDATED  
PRIMARY  
Last Tuesday

**APRIL**  
CONSOLIDATED  
1<sup>st</sup> Tuesday

**ELECTIONJUDGE.INFO**  
18 NORTH COUNTY ST., ROOM 101  
WAUKEGAN, ILLINOIS 60085  
847.377.2408  
ELECTIONJUDGE@LAKECOUNTYIL.GOV

# WE NEED YOU

TO JOIN OUR ELECTION JUDGE TEAM!

## LakeCounty

Carla N. Wyckoff  
Lake County Clerk

**ELECTION JUDGES** are responsible for administering the proper and lawful conduct of all elections by serving in local voting sites. Join our election judge team and be the proud face of democracy in action. You will thank yourself — so will your community.

## QUALIFICATIONS

- Registered Lake County voter;
- Be of good repute and character and not subject to the registration requirement of the Sex Offender Registration Act;
- Fluently speak, read, and write the English language (*English/Spanish bilingual applicants encouraged to apply*);
- Be able to sit and/or stand for an extended period of time;
- Not be a candidate for any office in the election or an elected committeeman; and
- Must declare affiliation with major political party.

## STUDENT ELECTION JUDGES

Junior and senior high school students are eligible to apply, be trained, and work as election judges if currently enrolled in school. Students may work after providing written permission from a parent or guardian and school principal and must have at least a cumulative GPA of 3.0.



## TRAINING

Training is required every two years in even-numbered years. In-person mandatory classes are free and offered at several locations throughout the county. Registration is required.

## DUTIES

To be certified, judges must complete a basic training class and skills assessment. Judges can increase their earning power by completing specialty certification training and have the Clerk's office assign additional responsibilities on or before Election Day.

<b>Check-in Judge</b>	\$140
Using electronic pollbook, verifies voter's name, address, and signature. Helps with most special voter circumstances.	
<b>Ballot Issue Judge</b>	\$140
Confirms that each voter presents a properly completed application before issuing a ballot.	
<b>Ballot Box Judge</b>	\$180
Picks up materials before the election and sets up the voting site. Returns materials after the polls close. Specialty training required.	
<b>Voter Services Judge</b>	\$165
Uses electronic pollbook and ADA (American with Disabilities Act) compliant equipment to assist voters who need to register and those with special circumstances. Specialty training required.	
<b>Serving out of Township</b>	+\$10
<b>Nursing Home Judge</b>	+\$30
Judges must work on Election Day in addition to one day of Nursing Home Voting. Specialty training required.	
<b>Early Voting Judge</b>	\$10/hour
Judges must also work on Election Day. Early voting is available during the day, evenings, and weekends beginning 15 days before Election Day. Specialty training required.	

**PLEASE PRINT**

To serve as an Election Judge in Lake County, complete the form and mail to:

Lake County Clerk  
Election Judge Department  
18 N. County St., Rm. 101  
Waukegan, IL 60085

Any questions?  
Call 847.377.2408  
or visit [ElectionJudge.info](http://ElectionJudge.info)

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Street Address: \_\_\_\_\_

City and Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Party Affiliation: \_\_\_\_\_  
(Democrat/Republican)

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

✂ DETACH AND MAIL