



Yavapai County Elections

Ballot Box Judge Job Summary



BALLOT BOX JUDGE – Responsible for monitoring the ballot box and reading / providing the second chance voting script to every voter

- Must be registered to vote in Yavapai County
- Must **be the opposite party as the Ballot Judge**
- Can't have changed party affiliation since the last General Election
- Informs voters that once they have put their ballot into the ballot box their vote is cast, and they are unable to make any changes
- Hands out "I Voted" stickers to the voters
- Works with the Ballot Judge to complete closing tasks
 - Empties the Ballot Box
 - Hand counts the paper ballots and BMD ballots
 - Checks that paper ballots have VC stamp – stamps BMD ballots
 - Loads all ballots into transfer bags
- Assists others with closing procedures as needed
- With the Ballot Judge, if needed, drives all Election Night Returns to Election Central or the Regional Center designated for their Vote Center after the polls close

This job summary is not comprehensive. Comprehensive job descriptions are included in online Poll Worker training and in the Duty Cards provided to all our Poll Workers.