

## Polling station inspector job description

On the day of an election, we employ staff to travel to, and check, multiple polling stations within a given round to ensure that each station is running efficiently and provide support to Presiding Officers. Polling station inspectors will need to visit all their allocated stations multiple times throughout the day and be on call to provide support to polling station staff and the Elections team where required.

Duties include:

- Assessing the efficiency of each allocated polling station
- Collecting any postal votes and delivering them to the count venue
- Answering questions from Presiding Officers where asked
- Following instructions and requests from the Elections team
- Delivering equipment to polling stations where required
- Supporting Presiding Officers in carrying out their role



### Before polling day

Polling station inspectors will be required to attend some training from the Elections team and must collect some equipment to use on polling day. They will be working throughout the hours of poll (from 6am-10pm) as they must be on hand to answer queries from the Presiding Officers at their stations. They will need to manage their time effectively by planning their polling station visits throughout the day and factoring in their own breaks.

Staff should be aware that this role is a politically restricted post meaning you must not be employed by a candidate if you intend to work at an election. Staff should also wear neutral colours inside the polling station and should NOT discuss political views whilst working.

### Fee

Polling station inspectors are paid a minimum of £280, plus £40 for completing the required training. Mileage covered on the day of the election is also paid at a rate of 45p per mile.

**\*Please note these fees are subject to change\***

### Get in touch!

If you are interested in working as a Polling Station Inspector, please contact [electoral.staffing@n-somerset.gov.uk](mailto:electoral.staffing@n-somerset.gov.uk) or call 01934 634909.

