

Kids Voting Election 2011

Example of volunteer schedule for early voting and Election Day

The captain is responsible for:

- Attending one-hour training in October 2011, for materials and instructions
- Lining up other volunteers to help staff the voting booth during voting times
- Making sure the site is set up and closed using Kids Voting procedures
- Work with elections officials at the site to ensure a smooth process
- Helping children to vote, answer questions, etc.

The captain/co-captain should be available to open and close the site, and check on volunteers working other shifts.

Where shifts are listed on the schedule, the 2 students can include the captain.

Also, each shift can be staffed by the same students – you do not have to have different people each shift - this is helpful for students wishing to earn more service hours.

Captains will receive specific instructions at training. This schedule is an example of how you can plan your volunteers to fit into the voting times.

NOTE: MOST CAPTAINS ARE IN CHARGE OF ELECTION DAY SITES. IF YOU ARE UNSURE IF YOU ARE AN ELECTION DAY OR EARLY VOTING CAPTAIN, CONTACT US ASAP.

Early Voting sites – EXAMPLE SCHEDULE OF VOLUNTEERS

DATE	VOTING TIMES	VOLUNTEERS
Friday, October 28	11:00AM-2:00PM	2 students
	2:00-5:00PM	2 students
Saturday, October 29	10:00AM – 1:00PM	2 students
Sunday, October 30	1:00-4:00PM	2 students
Saturday, November 5	10:00AM-1:00PM	2 students

Election Day sites – EXAMPLE SCHEDULE OF VOLUNTEERS

DATE	VOTING TIMES	VOLUNTEERS
Tuesday, November 8	3:30-5:30PM	2 students
	5:30-7:30PM	2 students