

Reminder: Tuesday, November 6 is Election Day!!!!

Timekeeping Toolkit Tips – County Employees Volunteer Election Worker Program

The Montgomery County Employees Volunteer Election Worker Program enables County employees to serve on Election Day as an Election Worker. Election Workers receive a set payment, based on their assigned position, for successfully completing all required training and working on Election Day.

Under the direction of the CAO, County employees selected to serve in the Program as Election Workers on Election Day may be eligible to receive up to eight (8) hours of administrative leave, one for each hour worked, if Election Day is their regularly scheduled workday and shift. County employees must obtain prior approval from their supervisor for each election.



- Montgomery County employees who elect to use up to eight (8) hours of Administrative Leave, to be excused from their normal work shift on Election Day, are entitled to 80% of the service stipend and full payment of the training stipend.
- Employees using their own leave (Annual, Compensatory Leave Used, Comp Leave Supp. or PTO) will receive the full stipend (service + training).

Refer to the documents below for timekeeping guidance and Frequently Asked Questions:

- See: [Need for Election Judges to Serve - CAO MEMO - October 8, 2018](#)
- See: [Need for Election Drivers for the General Election on November 6, 2018](#)
- See: [County Employee Volunteer Election Worker Program Pay Policies - FAQs](#)
- See: [County Election Worker Program Positions/Service/Pay Information](#)

Election Type	Maryland
Primary Election	June 26, 2018
General Election	November 6, 2018

Timekeeping Questions? Contact: Mctime – mctime@montgomerycountymd.gov

Montgomery County Employees Volunteer Election Worker Program

Questions? Contact: [Leslie Woods](#) - Election.Judge@montgomerycountymd.gov