

Poll Worker Training And Uniformity

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Introduction

Having multiple training classes in a day for, potentially, multiple weeks can be mentally and physically exhausting. It is very easy to explain something in multiple ways, and although the message at the core is the same, it can lead to misinterpretation by those receiving the information. With the aforementioned stated, we looked to create video training sessions and video tutorials with to be sure all general information was always presented the same to each class.

Project Goals

Our goal was to present the training uniformly in all training sessions. By doing so we would be able to ensure all poll workers received all the same core information needed to run our election processes smoothly. This would also relieve trainers of some of the mental and physical stress that training can bring.

We also wanted to measure the poll workers overall impression of the training as quickly as possible and created a survey for after the training. Once the surveys were collected, they were compiled and condensed for quick viewing and gave us a great visual of how our project was taken overall by each class.

Methods

To begin we worked closely with the supervisory staff to be able to prepare information to be presented in our training videos. Once we collected all the information then came the task to record. We reached out to the clerk staff for assistance in our skits and training videos and set a date to record. We were able to complete the skits in one day of recording and then those who worked closely with the machines worked on recording training sessions on their operations. While the machine training sessions were being recorded, the editing process began. The skits were edited down and the voice over process began for the videos. Once all the recordings were collected, edited, and spliced together they were ready for viewing.

Soon enough, the first poll worker training class was about to begin. The videos were then introduced by the trainer and information as to why the training was being changed was given. After the videos were watched, all the poll workers were given the survey, previously mentioned, to get their overall impression of the training videos. These surveys gave us immediate feedback and allowed us to take notes and tweak minor things without affecting the information being given as well as giving ideas to grow and improve as time goes on.

Overall, our project accomplished exactly what we set out for it to. All poll workers received the same core information, our trainers stayed happy and healthy and we ran an, exceptionally smooth General Election.

CEATS Principles and Tools

We feel as though Session 7: The ongoing process of preparing for elections, election personnel ethics and integrity, effective election personnel management, election administration and media, was the session with the most information as it relates to our project.

“The ongoing process of preparing for elections” is never ending, and upon the idea of our project, we hit the ground running. We had limited time for its creation to be able to receive the necessary feedback for our project and allow us to grow and develop the project during the 2025 off year. Then, being able to continue being an “effective election personnel” while also maintaining our other clerk duties was futile to our success in both aspects of being a deputy clerk and effective election personnel.

Conclusion

The project was developed and presented by the trainers in uniformity to all poll workers. We received overwhelmingly positive feedback from most sessions and we ran one of the smoothest, if not THE smoothest, elections the current staff of Vigo County Clerk’s Office has seen. We were given items, from the surveys, to improve our project further and the Clerk’s Office was very happy with the use of this project and are just as excited as us to continue its development for elections in the future.

Seeing such an outstanding response to this training, we believe it may be beneficial for other counties to implement as well. We used a basic recording camera and free applications to create and edit the video and corresponding packets. Although the start of the process can be tedious, the feeling of knowing you have something consistent and that is able to be easily tweaked as time goes on without having to start over every single time, is wonderful. We hope this encourages other counties to see if this may work for them. It was an amazing team building experience and produced something that we will be using for years to come.

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References

"CEATS Phase I: Principles and Tools",

https://bsu.instructure.com/courses/155777/files/16493608/download?download_frd=1