



Election Worker Requirements & Training Information

Poll workers are critical to the success of every election. Having an adequate number of trained Election Workers available to staff polling locations before and on Election Day ensures voters receive the assistance they need and helps provide a positive, smooth, and efficient voting experience for all voters.

The **Hopkins County Elections Office** appreciates your willingness to serve and your commitment to supporting secure and accessible elections in our community.

Election Worker Requirements

All Election Workers must complete, sign, and submit the following documents **before working an election**:

☐ **Election Worker Application**

☐ **Current Year W-4 Form**

☐ **Direct Deposit Form**

(If a Direct Deposit Form is not completed, payment will be issued by check and mailed via USPS.)

☐ **Copy of a current, unexpired Driver's License**

☐ **Copy of Social Security Card**

Election Worker Eligibility

All Election Workers must:

- Be a current resident of **Hopkins County**
- Be a registered voter in **Hopkins County**
- Successfully complete all required election worker training
- Provide proof of completed training before working an election



Required Election Worker Training

All Election Workers must successfully complete the required **Texas Secretary of State Online Poll Worker Training Course**.

Election Worker training certificates are valid for **one year from the date issued** and must be on file with the Hopkins County Elections Office before working an upcoming election.

Election Workers are only required to complete **one online course**:

Online Poll Worker Training

The training may be completed online at your convenience before the election. This online training is **not compensated**.

Training Website:

[Texas Secretary of State Poll Worker Training Portal](#)

When registering, please select “**Hopkins**” County.

Course Catalog:

[Texas Secretary of State Poll Worker Training Course Catalog](#)

Required Course:

Online Poll Worker Training

Election Worker Training Handbook

For additional information regarding election procedures, duties, and responsibilities, please review the Texas Secretary of State Election Judges and Clerks Handbook:

[Texas Secretary of State Election Judges and Clerks Handbook](#)



In-Person Election Training

All Election Workers scheduled to work an upcoming election must attend **one scheduled in-person training session** before the election.

In-person training is **compensated if you work the election**.

Our goal is to ensure every Election Worker is prepared, knowledgeable, and confident in their role. If you have a scheduling conflict that prevents you from attending your assigned training session or working your scheduled polling location, please contact the Hopkins County Elections Office as soon as possible.

Questions or Need Assistance?

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Thank you for your willingness to serve the voters of Hopkins County. Your dedication and commitment help ensure secure, accurate, and successful elections for our community!