

CITY & BOROUGH OF JUNEAU

Elections Policies & Procedures

SECTION 3.2 Election Workers

Effective Date: 8/26/2026

Pursuant to CBJ Code 29.07.005, these Election Policies and Rules of Procedure may not be amended within 40 days before an election through final certification of that election. These policies remain in effect until superseded by an updated version.

3.2 ELECTION WORKERS

CBJ Code [29.07.020](#) lays out a variety of rules for election workers.

The Municipal Clerk is the Election Official and any properly authorized assistant to the Municipal Clerk may also act as the Election Official. CBJ has two Deputy Clerks who serve in this capacity. Of the two, one Deputy Clerk is designated as the Elections Coordinator, focusing primarily on providing election support.

The Election Official hires additional election workers to complete various day-to-day tasks as needed. Election workers must be “a qualified voter of Alaska.” This means they must be:

1. A United States citizen.
2. An Alaskan resident.
3. At least 18 years of age or within 90 days of their 18th birthday.
4. Not be a convicted felon involving moral turpitude, unless their voting rights have been restored.
5. Not registered to vote in another state

Election workers cannot be related to any candidates on the ballot, involved in a candidate’s campaign, or part of organized groups that are advocating for or against any ballot measures.

We use these guidelines to consider if someone is related to a candidate:

- Spouse, domestic partner, or in a romantic relationship
- Parent, parent-in-law, step-parent
- Child, child-in-law, step-child
- Sibling, sibling-in-law, step-sibling

- Aunt/uncle, aunt/uncle-in-law, step-aunt/uncle
 - Niece/nephew, niece/nephew-in-law, step-niece/nephew
 - First degree cousins
 - Roommates or sharing a household
 - Close friend, meaning any person with whom the election worker has a close personal relationship that could reasonably call into question their impartiality.
- Election workers must disclose such relationships for case-by-case review.

Election workers retain their First Amendment rights. They are allowed to sign petitions, donate to campaigns, and share their personal opinions **on their own time**. When on-the-clock, election workers must not talk about the content of the election or politics in general or wear clothing or accessories that have political underpinnings. Doing so will result in their dismissal.

Election workers are required to sign an Oath of Office and a Confidentiality Agreement.

Youth Election Workers

CBJ Code [29.07.020](#) also allows for youth **aged 16 or 17** to serve as election workers in a more limited capacity.

Youth election workers are exempt from being a qualified voter of Alaska, but are subject to the same rules as above regarding being related to any candidates on the ballot, involved in a candidate's campaign, or part of organized groups that are advocating for or against any ballot measures.

Youth workers will meet the following conditions:

1. They will not be scheduled to work more than 4 consecutive hours per day; nor more than 12 hours per week;
2. They may not perform tasks that require them to make operational decisions.

Examples of work tasks for youth workers include:

- Greeting and directing voters at a vote center;
- Picking ballots up from vote centers, USPS, or ballot boxes as part of a team with an adult worker; and
- Opening ballots at the Ballot Processing Center under the supervision of Election Officials.