



ARIZONA

County Election Administration Fellowship Program for Students

**Administered by the
Arizona Secretary of State
Keely Varvel, kvarvel@azsos.gov**

Background

High turn-over of County Election Officials in AZ – shortage of staff and experienced staff

- Secretary Fontes' administration is focused on providing Counties with technical assistance and resources needed
- Several SOS staff have election administration experience – came together and brainstormed how SOS could help
- Other initiatives: Revamped Election Official Certification, created “Tiger Teams,” host series of security-focused TTX trainings

Governor's Election Task Force recommendation

- Previous SOS administration had a state-level Fellowship program
- More focused on recent college graduates and legal students



Fellowship Program Overview

- Place up to 20 student Fellows in rural county election administration offices
- Program time frame: July 1 – November 30
- \$15,000 stipend plus course credit
- Housing provided if necessary
- Funded by an ARPA grant from the Governor's Office
- Interviews done in cooperation with county officials
- Training in Phoenix first week of July
 - Based on Election Official Certification training curriculum
- Allow counties to determine duties with perimeters; allow exposure to full process
- Organize regular touch-base meetings for student cohort

Fellowship Flyer

RECRUITMENT - lessons learned

- **Don't reinvent the wheel**
 - Borrowed ideas from other established internship programs
- **Make it easy for students to apply**
- **Recruit at colleges/universities close to your county offices**
- **Remember your Gen Z audience**
 - Handshake, use of QR code, videos, Instagram-friendly ads

**WE ARE
HIRING!**



**2024 County Election Administration Fellowship
Program for Students**

\$15,000 Stipend

The 2024 County Election Administration Fellowship Program offers current college students and recent college graduates the exciting opportunity to spend five months working with county election officials throughout the state.

Fellows will learn the democratic process from the inside while helping to ensure that our election process is secure and accessible by providing adequate staffing to county election administration offices.

REQUIREMENTS:

- Basic knowledge of policy, government, public administration, or law
- Active listening
- Critical thinking, using logic and reasoning to approach problems
- Working effectively with a team
- Detailed orientated
- Ability to remain objective and non-partisan (not political) while serving as a fellow under the Secretary of State

Apply Now



ALL APPLICATIONS MUST INCLUDE:

- Completed Fellowship Application
- Transcripts - An unofficial transcript (from your current university, and each institution if more than 12 credit hours were awarded).
- Statement of Interest
- Resume



Applications for 2024 fellowships will be considered on a rolling basis, with first consideration given to those who apply by April 12, 2024.

Mohave Wants You!

8 counties and 10 offices plan to participate:

- Apache County Recorder
- Coconino County Recorder & Elections Department
- La Paz County Elections Department
- Maricopa County Elections Department
- Mohave County Recorder
- Pima County Elections Department
- Pinal County Recorder
- Yavapai County Recorder & Elections Department

2 Fellows will also work at the Arizona SOS office

2024 County Election Administration Fellowship

**WE
WANT
YOU!**



Next Steps

EVALUATION

- **Partnership with Bipartisan Policy Center and USC Schwarzenegger Institute for State and Global Policy**
 - Experience of Fellows – does this impact their interest in becoming an election official?
 - Effectiveness of recruitment strategies
 - Rural versus urban recruitment/placement
 - Did this meet election officials' needs? Suggestions for changes to help them utilize Fellows effectively

INSTITUTIONALIZATION

- **Encouraging a university to create an emphasis in Election Administration in their Public Administration program**
 - Need to provide election administrators the public administration skills and best practices needed to effectively do their work
 - Have Fellowship be part of that program as "on the job" experience opportunity

Workforce Pipeline

Mission-Driven Recruitment >

Acquisition of Skills/Best Practice Training (Education) >

On the job experience (Fellowship) >

Ongoing Training/Professional Development >

Retention Strategies

