

## Block Captain Job Description

A Block Captain serves under the direction and supervision of the precinct Committee Person (CP). Responsibilities are similar to that of the CP but on a much smaller scale. A CP is responsible for an entire precinct while a block captain is responsible for his/her street or small area. Work activities vary in intensity according to the election year and election calendar. Functions include:

- Act as a liaison between the voters on his/her street/area and the CP.
- Host small gatherings in his/her home that are led by the CP. These can be as simple as Saturday morning coffees.
- Obtain signatures of Democratic voters for candidate petitions, which enable a candidate to place their name on the ballot for the Primary election. Training is provided on how a voter will complete the signature. Petition signatures are obtained during a three-week period from mid-February to mid-March. A list of Democratic voter names and addresses is provided. This gives a block captain an opportunity to introduce themselves to the Democrats on his/her street and to provide information on the candidates. Frequently, a voter is surprised to learn of other Democrats on his street. **If desired**, the CP will accompany the block captain during this petition process.
- Knock on voters' doors to ascertain the concerns of the voters and to inform voters of the candidates. A list of Democratic and Independent names and addresses is provided. Canvassing training is provided. **If desired**, you may accompany your CP or an experienced canvasser. Canvassing occurs approximately six weeks prior to the Primary and General elections.
- Contact voters on his/her street to obtain permission for placement of a candidate's yard sign.
- Join other volunteers to assemble candidate literature for mailing and/or distributing to neighborhoods.
- Distribute candidate literature on door knobs or the mailbox flag on his/her street or small area. A list of voter names and addresses is provided. This process is easier with one person driving while the second person hangs the literature. This process occurs in the week prior to the General election.
- Call or text Democratic or Independent voters on his/her street to remind them to vote. This occurs the weekend before election day.