

# Supporting Election Engagement Fellows Through Work-Study Funds



---

One of our most impactful approaches has been recruiting Student Fellows to help carry out nonpartisan campus electoral engagement efforts. Trained and guided by their Campus Election Engagement Project (CEEP) state director, these Election Engagement Fellows receive stipends to collaborate with campus election engagement coalitions, recruit teams of volunteer peers, and spend roughly 10 hours a week helping with voter registration, voter education, and Get Out The Vote initiatives.

---

## How Your Work-Study Students Can Participate

Given limited financial resources, CEEP can only fund these Fellows at a modest number of schools during peak election periods. One excellent alternative is supporting them through Work-Study, which lets them help engage your campus throughout the academic year. The rules vary state-by-state and campus-by-campus, but generally campus offices or departments are allocated specific numbers of positions through their school's Financial Aid Office, or can request positions to be allocated. Students filling these positions serve campus needs from helping staff the library or food service, to working in campus offices and serving with off-campus nonprofits, with civic education and community service explicitly mandated. So as long as your election engagement efforts are strictly nonpartisan and carried out under the auspices of administrative offices or academic departments, participating offices or departments can use Work-Study students to facilitate them, much as they'd use them to carry out any other tasks.

Devoting at least one Work-Study position to nonpartisan election engagement can make a major difference in getting your students to vote. Since campuses vary in their Work-Study approaches, check with your Financial Aid Office, to see if they'd prefer to post the job descriptions and interview the students, or are ok with having interested departments recruit them. Whatever your specific process, your CEEP state director will gladly train and supervise your participating students, and there should be no problem in your assigning them to help, so long as they're eligible through their Federal Student Aid (FAFSA) application.

Here's how it worked at West Chester University of Pennsylvania (WCU), one of various CEEP partners that's implemented this approach:

### The West Chester University Model

CEEP's Pennsylvania director first worked closely with WCU's Director of Service-Learning and Volunteer Programs to craft a job description. Financial Aid then posted the description and interviewed and hired an eligible student through Work-Study. The student they found began working with the school's nonpartisan election engagement coalition in early 2016. They then continued helping engage the campus throughout the year, which made a significant difference. A second student Fellow joined the team in Fall term, supported by CEEP resources.

## Supporting Election Engagement Fellows Through Work-Study Funds




### Bringing the Work-Study Model to Your Campus

#### Here are the key steps:

- Work with Financial Aid office staff to create a position description and post it on their website.
- Potential Work-Study Fellows must be currently enrolled students who've have applied for Work-Study as part of their FAFSA application.
- Advertise the position on your campus website, listservs, through your career center, emails, etc.
- Distribute applications to your campus contacts, asking them to think of eligible students they know who would make strong Fellows.
- Cast the widest possible net to increase the chances of finding the best candidates, and create the most equitable hiring environment. (Note that students receiving VISTA funding cannot work on voter registration efforts, so are ineligible to participate).
- Once you do hire someone, give them an on-campus advisor or supervisor to help connect them with other members of the campus nonpartisan engagement team and to assist in campus-level planning (reserving rooms, sound systems, etc.)
- Your state CEEP director will then train, coach, and supervise your Fellows, and help them carry out their efforts in cooperation with their advisor and together with the rest of your team.

For further information, contact your [state CEEP director](#).

### Examples of what Fellows can do.

- Find allies among campus organizations, departments, and leaders, helping them develop their outreach plans.
- Recruit volunteer teams of 15-20 other students, and recruit volunteers, building on existing relationships and networks.
- Help create a nonpartisan brand that uses your campus website, social media and posters to identify your nonpartisan campaign. West Chester created Dub C Votes.
- Promote voter registration, from registering voters at [first year orientation](#) to assisting with National Voter Registration Day.
- Help students get the necessary ID to register and vote, and [meet new legal requirements](#).
- Organize tabling and canvassing activities, from classroom presentations to residential “dorm storms”.
- Distribute CEEP’s [Nonpartisan Candidate Guides](#) and related nonpartisan materials to engage students in key topical issues, and foster related discussion. 
- Organize campus debates, forums, and debate watch parties.
- Work with your campus team to send out campus-wide emails and social media alerts highlighting key election-related information.
- Enlist students as poll workers.
- Collect pledges to vote.
- Run phone banks to confirm student registration status and remind students to vote.
- Create and implement a Get Out The Vote campaign, both for early voting dates and for Election Day. This includes coordinating everything from transportation to visibility, plus providing key information on where students can vote and what ID they need at the polls.



## Supporting Election Engagement Fellows Through Work-Study Funds

### Job Description Template

Here's an adapted version of West Chester's job description that you can use as a template. Their Work-Study student Fellow focused primarily on voter engagement, but also had other office duties.

### Job Description: Student Fellow to support nonpartisan campus engagement efforts

[Campus Election Engagement Project](#) (CEEP) is a national non-partisan project that partners with our school and others, helping us involve students in elections. Drawing on CEEP resources and coached and trained by CEEP state staffers and by your supervisor in [SCHOOL DEPARTMENT OR OFFICE], you'll help recruit volunteer nonpartisan engagement teams and coordinate with administrators, faculty, and student leaders to engage our campus in the election. You'll help register voters, distribute educational materials, help your peers navigate election rules, and help with our Get Out The Vote effort.

#### Responsibilities:

- Help organize our campus team.
- Work with administrators, faculty, staff, and student leaders.
- Help recruit student volunteers.
- Plan and execute events.
- Assist with general logistics and keep track of data.

#### Specific duties as they relate to this position:

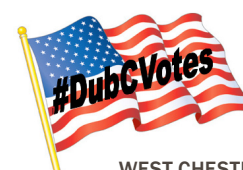
- Collaborate with faculty, staff, administrators, and student organizations to promote voter registration.
- Conduct outreach to clubs and organizations.
- Collect and submit student voter registration information according to state rules, while following campus confidentiality guidelines.
- Help students to find appropriate identification to register and vote.
- Produce, distribute, and post flyers and manage bulletin boards.
- Organize regular tabling and canvassing activities like class raps or dorm storms.
- Organize campus debates, forums, and/or debate watch parties.
- Distribute election-related information through email, printed materials, and social media.



WEST CHESTER CEEP FELLOWS



WEST CHESTER VOTING TABLE MATERIALS



WEST CHESTER DUB C LOGO