

ACF polling booth volunteer guide



Thank you for volunteering to hand out ACF's independent climate policy scorecard on election day! Handing out scorecards is a fun way to stand up for the people we love and the world we want. Climate damage stops with us.

This guide contains all the information you need to volunteer on election day. Please read through the whole pack including the ACF community principles and safety checklist. Once you've read through the guide [please sign online](#) to confirm you have read and understood the training.

Why volunteering on election day matters

Election day is a prime time to make stopping climate damage a priority. Getting key information into the hands of voters moments before they vote depends on passionate, engaged people like you dedicating a few hours on election day, so thank you for stepping up.

Public concern about climate change is sky-high, with the ABC's Vote Compass rating environment as the number one issue for Australians this election. However, most voters aren't as knowledgeable about climate policies as ACF volunteers. Often voters don't know in detail how exactly the parties compare on climate change and nature policies.

That's why we want to chat to as many people as possible before they vote! This is our opportunity to show them how the parties compare.

We also know that many people don't choose who they're voting for until they walk into a polling booth. With concern about climate at record levels, making sure people are informed about where the parties stack up really matters.

Political parties also notice our presence on election day and this visibility helps push them to ramp up their climate action.

ACF's independent scorecard

Our scorecard focuses on the issues that Australians care about this climate election – like stopping Adani's mine, phasing out coal and switching to clean energy from the sun and wind.

Unlike how-to-vote cards handed out by volunteers of political parties, our scorecard does *not* tell people who they should vote for. Instead it rates the parties' policies on 50 key tests across: Ramping up renewables. Phasing out coal. Stopping Adani's coal mine. And protecting nature.

Our scorecard empowers voters to compare the environmental policy commitments from all major parties as they cast their vote.

You can [check out the scorecard](#) before your shift, and see how we came up with the scores. We will include a printed copy of the detailed comparison in your booth pack.

One of the great things about ACF is that we are independent and nonpartisan. We hold all political parties to account, and we hold them to the same standards – how their policies impact our environment. Help us maintain this on polling day:

- **Never tell people which party or candidate to vote for, even if asked (see tips for talking to voters below).**
- Don't let volunteers from political parties hand out ACF scorecards and don't hand out material from political parties or other groups when you are handing out the ACF scorecard or if you are wearing an ACF t-shirt or badge.
- Do not wear any political party paraphernalia when handing out for ACF, e.g. stickers, badges, or t-shirts.

What to expect on election day

To make sure the day runs smoothly, each polling booth will have a booth captain who is responsible for setting up #ClimateElection materials and coordinating volunteers.

Your booth captain or a volunteer helper will contact you before election day to confirm your shift. Before you arrive, your booth captain will have set up the polling booth with posters and signs, and will have secured a spot to hand out scorecards. **Please arrive 15 minutes before the start of your shift to allow time for check-in and any last minute questions.**

During your shift you'll stand with other local ACF volunteers outside the polling booth and hand out ACF's independent policy scorecard to voters as they walk in to vote. A booth captain will be nearby to support you.

Your role is to put ACF's scorecard in the hands of as many voters as possible. You will be handing out scorecards with at least one other volunteer.

What to bring

Please bring a **reusable water bottle, hat and sunscreen and rain protection.** ACF Staff will bring around snacks and a water jug to refill water bottles throughout the day. You will also need to bring a jacket or an alternative t-shirt if you are wearing an ACF shirt, as you'll need to remove or cover your ACF t-shirt if you're going into the polling booth to vote or in case the bathrooms are in the polling booth itself (where campaign advertising is not allowed).

What you need to know

Before you volunteer, there are six simple but important legal rules that govern ACF's conduct at polling booths:

1) Remember **who we are** as ACF: independent and nonpartisan. We hold all political parties to account, and we hold them to the same standards – how their policies impact our environment. It's not our role to tell people who to vote for, so please don't! Their vote is their choice.

- If someone asks you how they should vote, you can say, "Your vote is your choice. Our role is to elevate climate change as an important consideration issue when people are choosing which party to vote for, and to analyse parties' policies and what they mean for our environment.

2) Secondly, **where we stand** is also important. You must keep six metres away from the polling booth entrance at all times.

3) We also need to be careful about **what we wear** and when. Always wear your volunteer badge and ACF t-shirt when you're handing out scorecards. If you don't have an ACF T-shirt, try not to wear a colour that resembles a political party's colours, and certainly don't wear any of their paraphernalia. Importantly, you'll need to remove or cover up your ACF badge or t-shirt if you enter the polling area to cast your own vote or use the bathrooms. So you may need to bring a jacket to cover it.

4) Similarly, **material we display** at polling booths (posters, signage such as yard signs) needs to have an authorisation statement on it. It is very important that you do not display signs that do not have an authorisations statement.

5) And it's vital that we're clear on **what we're giving out** to voters. Our scorecard is NOT a "how to vote card". Instead, it shows how the Greens, Labor, and LNP stack up on four key environmental issues: stopping Adani's mine, phasing out coal, switching to clean energy, and protecting nature. Importantly, don't let political parties hand out ACF scorecards and don't hand out material from political parties or other groups when you are handing out the ACF scorecard or if you are wearing an ACF t-shirt or badge. or vice versa.

6) Lastly, if you have any questions or concerns, your booth captain is your first point of call. Please listen to their direction. It's also important to take direction from Australian Electoral Commission staff. But as to others, like political parties, who may try and direct you, politely

tell them that you have a right to be there and inform voters about how the parties compare on climate change, Adani and nature protection.

Tips for handing out scorecards

- Try to put a scorecard in every person's hand. We want to engage with as many voters as we can!
- Aim to be the first or (even better!) last point of contact for a voter heading into the polling booth – they'll be bombarded with information so we want to be memorable. Being in this position is preferred by any volunteer handing out for any party. Politely hold your ground if a volunteer from a political party tries to take your spot.
- When you hand out scorecards, be friendly and proactive. **A good model to follow is the 5:3:1 rule:**
 - **At five metres**, make eye contact and smile.
 - **At three metres**, begin your line (eg. "Vote climate" OR "See how parties compare on environment" OR "Concerned about climate? Compare the parties!")
 - **At one metre**, have your arm fully extended into their path holding the scorecard. Try to put it close to their hand so it's easiest for them to take. Don't forget to smile and say 'thanks' if they do.
- Most voters will take a scorecard and walk on, but if someone stops to chat, don't be afraid to have a conversation. Listen actively to anything they have to say, and respond appropriately to questions.
- If you're unsure as to what to say, ask your booth captain to join the conversation. However, don't spend so much time talking that you miss voters coming in and avoid getting drawn into the policies of the parties on other issues. Manage your time wisely.
- Don't feel like you need to be a policy expert! You are unlikely to get quizzed in detail about the scorecard. If you get a question you can't answer, refer the person to your booth captain, or show them the detailed policy comparison guide.
- Smile and make eye contact – be friendly and approachable.
- Have fun! Positivity and enthusiasm are contagious. People are more likely to take a scorecard from someone who is positive. A smile is good if you're in the mood.

Tips for talking to voters

THEY SAY	WE SAY
Who is ACF?	<p>The Australian Conservation Foundation is Australia’s national environment organisation.</p> <p>We are independent, non-partisan and funded by donations from the community.</p> <p>We are half a million people who speak out for reefs, people, wildlife and forests.</p>
Is ACF a lobby group for a political party?	<p>ACF is not a political party and we do not stand in elections or tell people how to vote.</p> <p>ACF is an independent, non-partisan organisation that advocates for better environmental policies. We hold all political parties to account, and we hold them to the same standards – how their policies impact our environment.</p> <p>This election we will compare the environmental policies of all the major political parties, and we will campaign to make them all stronger.</p>
Who should I vote for?	<p>Your vote is your choice.</p> <p>It’s not our role to tell people who to vote for. Our role is to elevate climate change an important issue when people are choosing which party to vote for, and to analyse parties’ policies and what they mean for our environment.</p>
Is ACF telling people who to vote for?	<p>It’s not our role to tell people who to vote for – we give them information to compare the environmental policy commitments from all major parties.</p>
<p>Adani’s mine will:</p> <ul style="list-style-type: none"> • Create jobs in Queensland • Provide electricity for poor Indians 	<p>Adani’s mine will</p> <ul style="list-style-type: none"> • Create massive pollution • Harm people, the planet and our reef • Must be stopped
100% clean energy is not possible.	<p>Experts agree that we can shift Australia an energy system powered by the sun and wind within 12 years – with federal government leadership. Nine different expert organisations, from the University of New South Wales to the Australian Energy Market Operator, all conclude that 100% renewable energy for Australia is 100% doable. All we lack is the political will. Let’s get on with it!</p>
Australia is only responsible for 1.5% of the world’s emissions.	<p>Australia is already the world’s biggest exporter of coal. And proposed mines in the Galilee Basin, including Adani’s, would be the biggest expansion of coal mining on planet earth. What we do matters.</p>

Get connected!

☐ **Take pictures!** Post them on social media using the #ClimateElection hashtag. Don't forget to ask people if they're happy for you to take their photos and post on social media.

☐ **Stay connected to the broader ACF Community on WhatsApp.** We'll be using Whatsapp to communicate important updates, announcements and reminders throughout the day.

Share and receive photos to see what's happening at other booths in your electorate and across Australia.

- Join **ACF Polling Day Bonner** – <https://www.acf.org.au/whatsappbon>
- Join **ACF Polling Day Chisholm** – www.acf.org.au/whatsappchis
- Join **ACF Polling Day Macnamara** – www.acf.org.au/whatsappmac
- Join **ACF Polling Day National** if you're not in one of the electorates above – www.acf.org.au/whatsappnational

Safety check

Please read through the following general safety check to make sure you and other volunteers are safe at all times.

- Identify hazards and assess risks and control to minimise potential for injury or harm.
- Hazards can be related to slip and trip hazards, security, fire, weather etc.
- There will be toilets and handwashing facilities at the polling booth.
- Bring adequate drinking water.
- Use available shade.
- Bring hats and sunscreen.
- Check the weather and dress accordingly. Current Australian Bureau of Meteorology information is checked for adverse weather conditions (www.bom.gov.au).
- In the unlikely event that a member of the public or another polling volunteer makes you feel uncomfortable in any way, please remove yourself from the situation in the safest way possible and call the Field Campaign Coordinator immediately.

Troubleshooting

If you run into any problems or issues, don't hesitate to contact your booth captain or the Field Campaign Coordinator. Their contact details are listed in your booth kit.

ACF community principles

As a reminder for your volunteering on election day, we commit to the following:

1. We are purposeful & focused

The ACF Community advocates against pollution and destruction, and for our living world. We are aligned with ACF's platform outlined in [ACF's National Agenda](#) – Our Choice: Ten actions to protect people, rivers, reefs, forests and wildlife. Our current priority campaigns are to speed the shift out of coal and into clean energy. Community groups respect the necessity of national purpose and focus, and have agency over local tactics and local campaign goals.

2. We are bold & credible

We champion big ideas for real change. We hold decision makers to account. We speak truth to power. We are informed by science.

3. We find common ground with unlikely partners

We seek to build common cause with others, and create strong alliances and networks.

4. We engage positively in politics

We will create a democracy we want to be part of – holding our representatives accountable, encouraging participation in our political system and strong democratic values.

5. We're respectful & inclusive

We are respectful of all individuals, even those we disagree with. We're willing to work together with others to make change. Our care for nature includes people, social justice and equity. We respect the rights, interests and perspectives of Australia's diverse communities.

6. We are independent & non-partisan

We hold all political parties to the same standards of protecting our environment and give them all equal opportunity to respond to our demands.

7. We speak out with united but independent voices

People who are part of the ACF community speak out as ACF community members and concerned citizens, but do not speak on behalf of ACF the organisation.

8. We act lawfully

We engage in lawful advocacy including peaceful protest. ACF will do everything we can within the law to stop pollution and protect our living world.

9. We cherish life

We recognise that the great diversity of life on Earth has intrinsic value and we share a deep urgency for action so that nature and people can thrive.

10. We respect culture and country

We acknowledge the Traditional Owners of this country and recognise the continuing connection to land, waters and community. We recognise that their sovereignty was never ceded. We pay respect to elders past and present and acknowledge the pivotal roles of Aboriginal and Torres Strait Islander people in caring for their country across Australia.

IMPORTANT THINGS TO REMEMBER

Thanks so much for taking the time to read through this guide.

Here are the most important things you should remember:

- 1. Who we are:** ACF is independent and nonpartisan. Don't tell people who to vote for.
- 2. Where we stand:** You must keep six metres away from the polling booth entrance at all times.
- 3. What we wear:** Always wear your volunteer badge and ACF t-shirt when you're handing out scorecards. Remove or cover up your ACF badge or t-shirt if you enter the polling area to cast your own vote or go to the bathroom.
- 4. What we display:** All signage displayed at a polling booth must have the authorisation statement.
- 5. What we're giving out:** Don't hand out material from political parties or other groups when you are handing out the ACF scorecard or if you are wearing an ACF t-shirt or badge.
- 6. Australian Electoral Commission staff:** Take direction from Australian Electoral Commission staff.