

# What Do My Elected Officials DO? Local Level



## Board of Education

The Board of Education oversees the education, facilities, personnel, and finances of the school district.

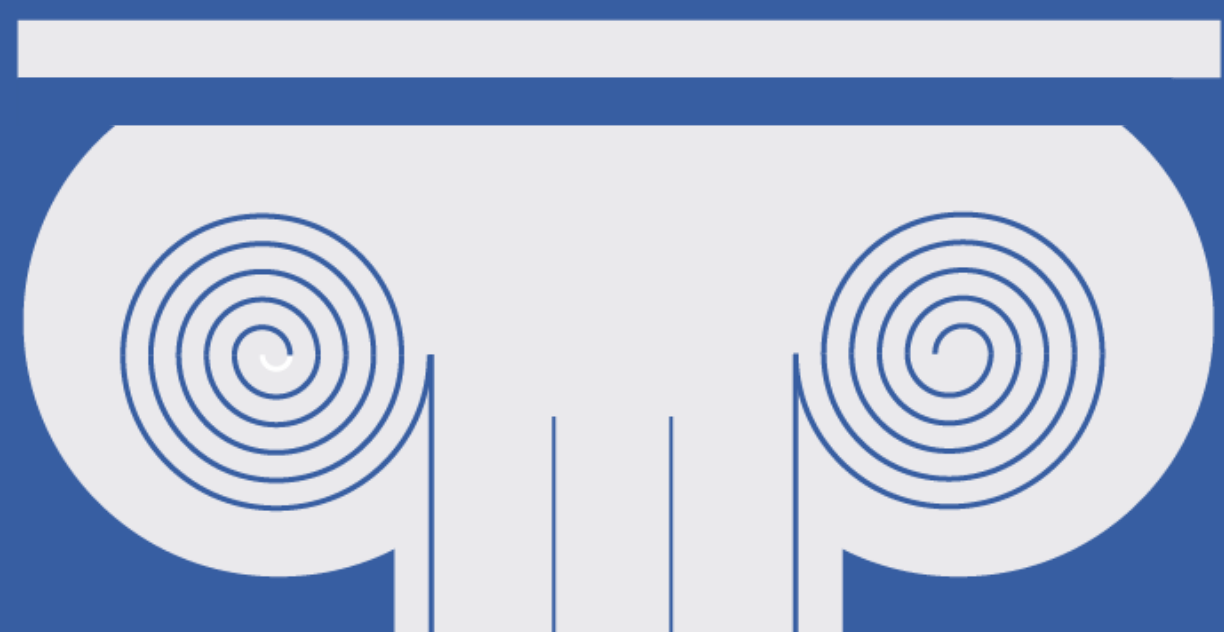
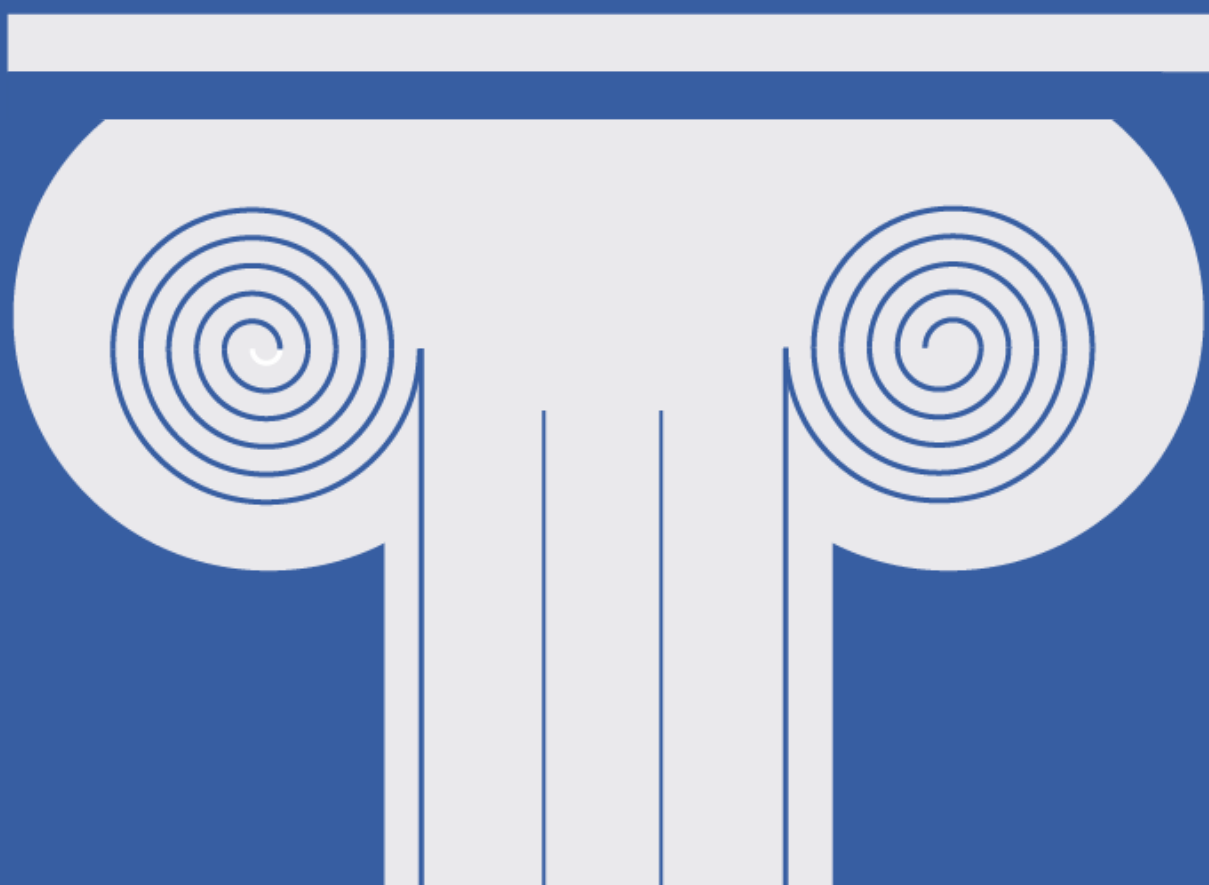
## Mayor

The Mayor is responsible for the city's day-to-day administration, working with the legislative body to enact laws and handling local emergencies.

## Local Legislative Body

What kind of legislative body does your town have?

Municipal legislative bodies are usually responsible for approving the annual budget, ordinances and resolutions, contracts, and appointments to boards and commissions. The duties of your local legislators may vary based on your local gov't structure. City and town councils, township committees are common forms of local government.



# What Do My Elected Officials DO? County Level

## **Board of County Commissioners**

All NJ counties are governed by a Board of County Commissioners. Commissioners, who are county level legislators and oversee various county departments.

## **Other County Officials**

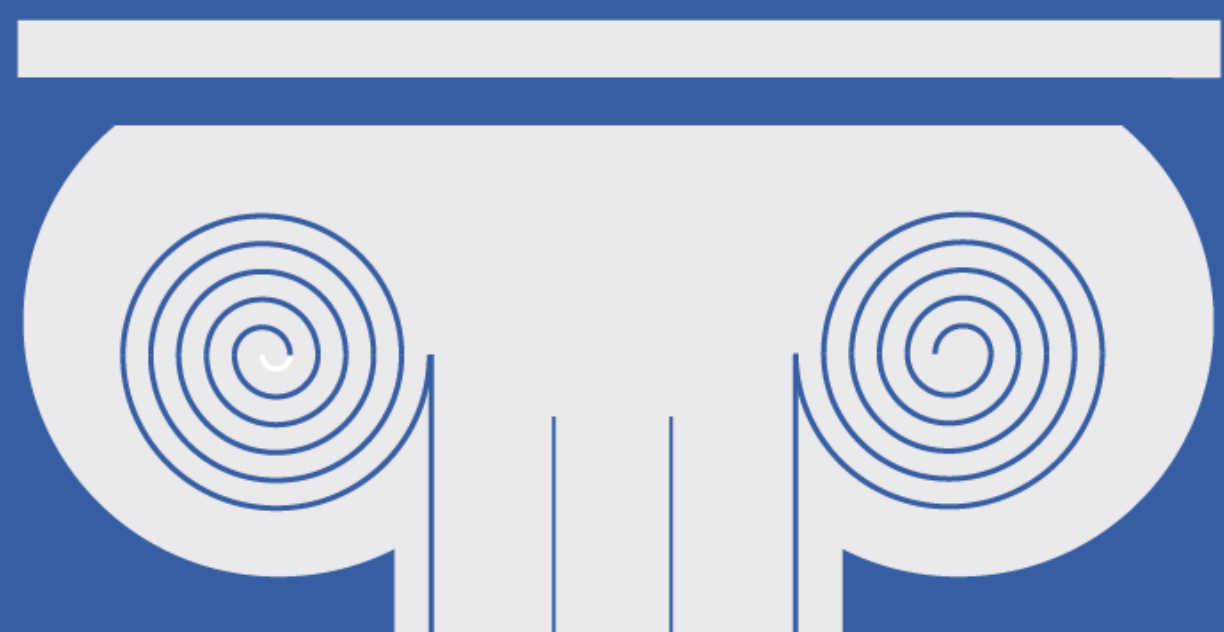
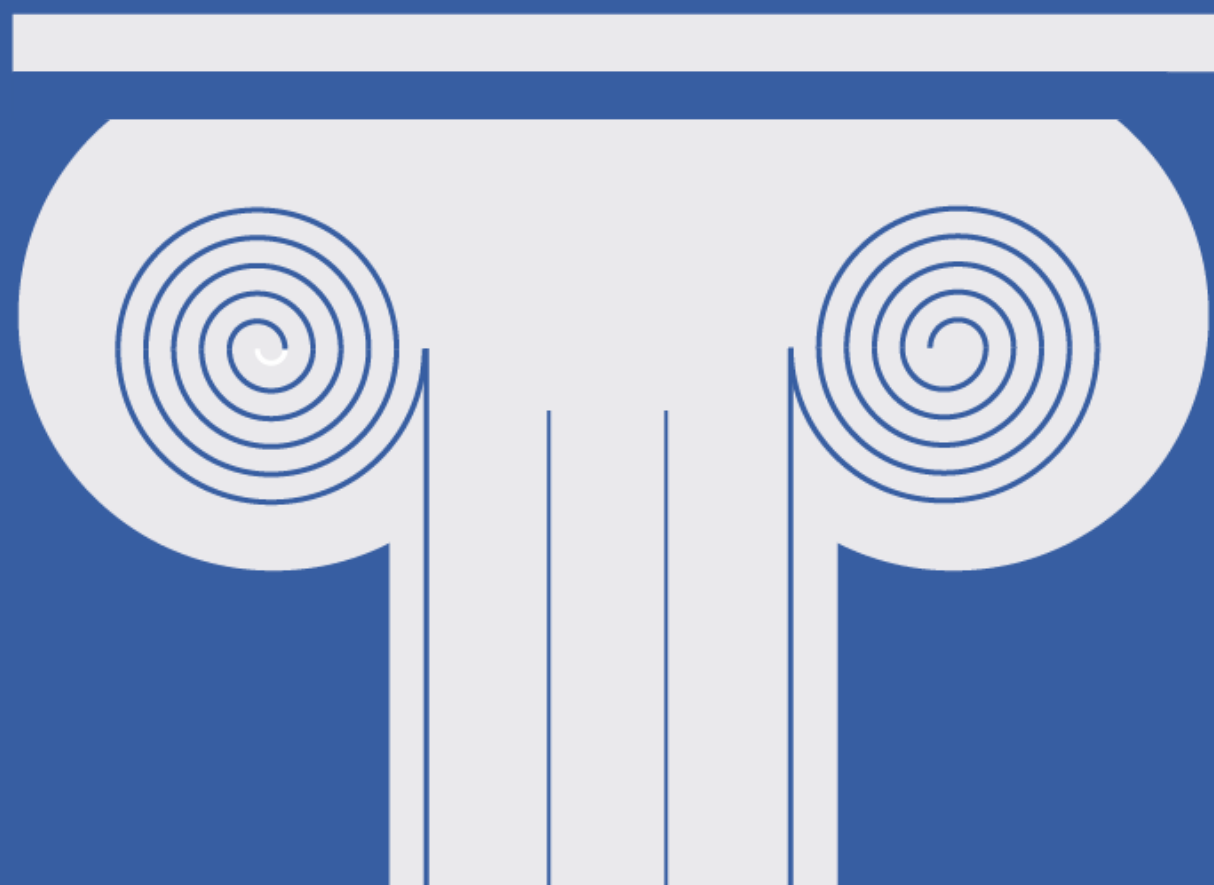
Many counties have other elected positions that do important work. Your county may have a:

**County Surrogate** - In NJ, this person handles executing wills and documenting adoptions.

**County Executive** - The elected executive often functions either as a voting member of the Board or may have veto power similar to other elected executives such as a president or mayor.

**County Clerk** - In NJ, the clerk is responsible for supervising elections, processing documents in real estate transactions and passport applications, issuing identification cards, and other administrative duties.

**County Sheriff** - The sheriff enforces court orders and may perform duties such as evictions, seizing property/assets pursuant to court orders, and serving warrants and legal papers.



# What Do My Elected Officials DO? State Level



## State Assembly Member & State Senators

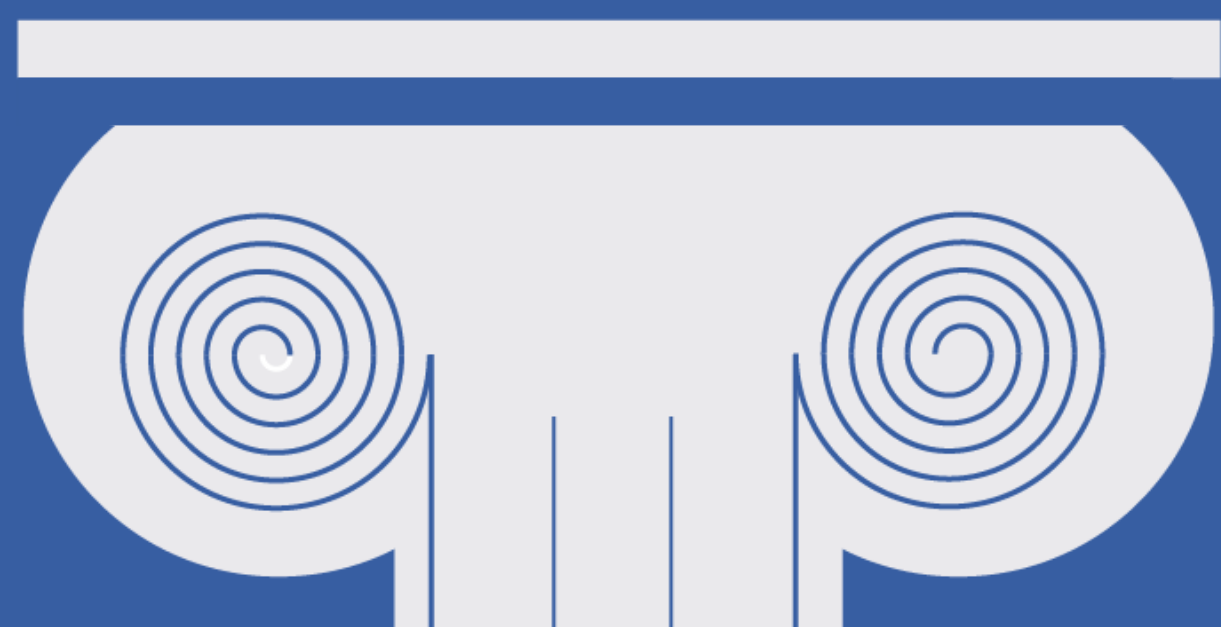
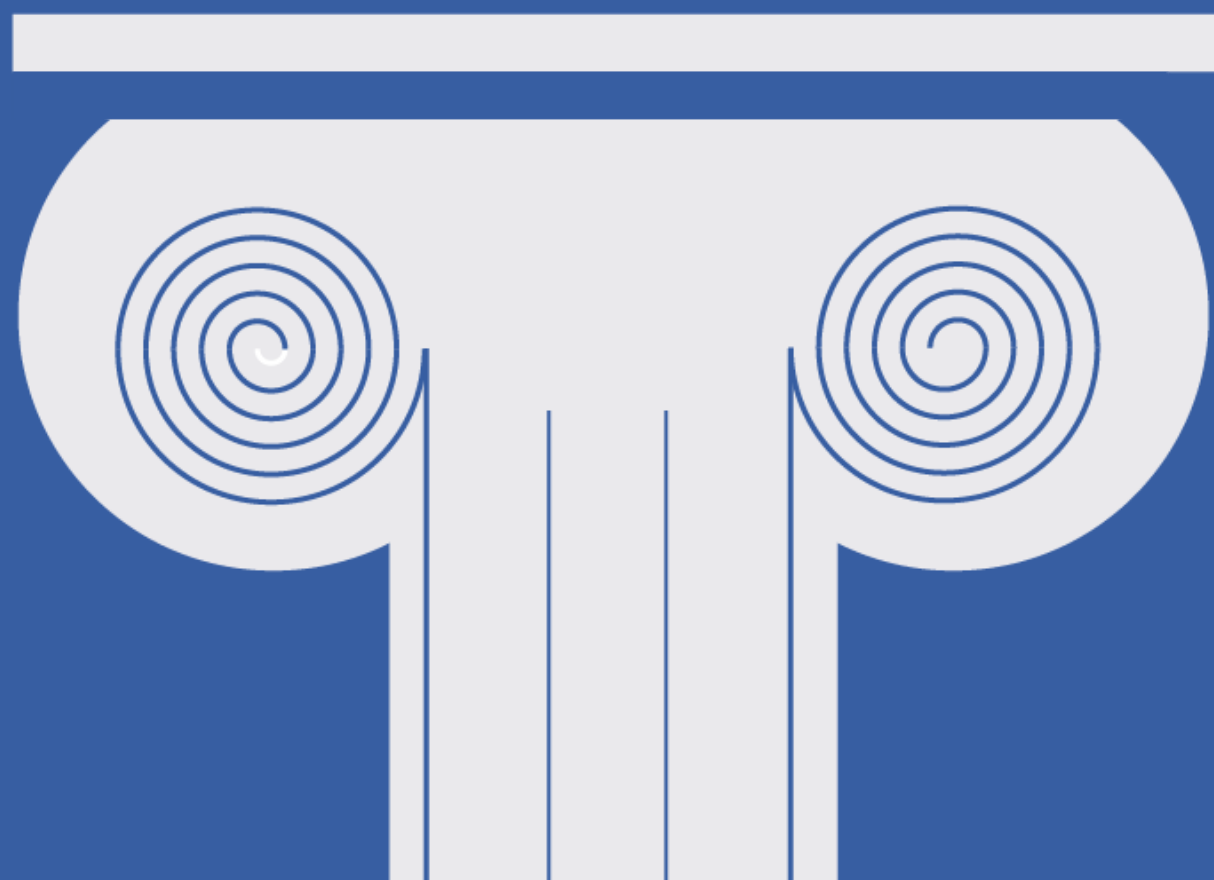
Their job's primary function is to introduce and vote on legislation, but they also approve the Governor's appointees, propose amendments to New Jersey's Constitution and ratify amendments to the U.S. Constitution.

## Governor

The Governor is the head of the state's executive branch. The Governor's responsibilities include signing or vetoing laws passed by the legislature, appointing department heads and cabinet officials and creating a state budget.

## Lieutenant Governor

This person fills the role of the governor should the current governor be unable to fulfill his or her duties.



# What Do My Elected Officials DO? Federal Level



## Representative & Senators

New Jersey has 12 legislative districts, each of which gets one Representative in the House of Representatives. The whole state elects two senators. These three individuals serve in Congress, which is the Legislative branch of the U.S. government where laws are written and passed. Laws that are passed are sent to another branch of government, the Executive Branch.

## President

This is the highest political office in the U.S. and the head of the Executive Branch. The president is the head of state and commander-in-chief of the military.

## Vice President

The VP is elected alongside the President and succeeds the President should that person be unable to fulfill their duties.

