

Get Involved. Exercise your right to vote.



**2026 Civil Service Employee Commissioner Election
Candidate Declaration Week - October 5-9
Vote - November 2-6**

CIVIL SERVICE COMMISSION EMPLOYEE ELECTIONS BACKGROUNDER 2026

The purpose of this backgrounder is to provide information about the employee election process for the non-public safety civil service commissioner.

Civil service systems protect public employees and provide value to taxpayers by ensuring that City employment is merit-based. The City has two civil service systems: one for public safety employees (police officers and firefighters), and another for non-public safety employees.

Each civil service system is governed by three commissioners: one appointed by the Mayor, one appointed by City Council, and one who is elected by covered City employees.

Civil Service Commission ("CSC") general information:

1. What does the CSC do?

The CSC

- Conducts hearings on disciplinary and other employment-related appeals filed by non-public safety civil service covered employees,
- Investigates allegations of political patronage in hiring,
- Advises on the administration of the City's personnel system, and
- Jointly with the PSCSC, the commission supervises the Civil Service Department Executive Director.

Who is covered by the CSC?

Most City positions are covered by the civil service system, but City Charter and Ordinance make some exceptions. Some civil service rights are dependent on passing a probationary period, but CSC members may vote to elect a commissioner regardless of probationary status.

Elected officials, department heads, assistant City Attorneys, executives, temporary employees, and Seattle Public Library employees are always exempt from the civil service system. Other positions are exempted on a case-by-case basis, [as authorized by ordinance](#).

Police officers and firefighters belong to a separate public safety civil service system.

Contact your HR representative or call (206)586-1991 to confirm your civil service status.

The office of CSC Commissioner:

2. What qualities and skills are important for commissioners to have?

- Ability to be neutral when making decisions that impact City employees;
- Ability to put aside personal opinions and apply [Civil Service Rules](#), [Personnel Rules](#), etc.;
- Ability to work collaboratively with people from different backgrounds and perspectives;
- Willingness to learn about and implement the City Race and Social Justice Initiative and anti-racist practices;
- Availability to participate in several trainings and workshops per year including Open Public Meetings Act training, and a joint retreat with both commissions; and
- Willingness to collaborate with Commission staff.

3. Is the position paid?

Yes, commissioners are paid a stipend of \$200 each pay period.

4. What is the length of the term?

Three years, beginning on January 1, 2027, through December 31, 2029. Commissioners may be elected to serve multiple terms.

5. What is the time commitment?

Commissioners meet monthly, for one to two hours. Commissioners also preside over disciplinary appeal hearings, which may last several hours to several days, on an as-needed basis. Monthly meetings and appeals are scheduled during business hours (8 am – 5 pm, Monday through Friday, excluding holidays).

6. What support is available for commissioners to fulfill their duties?

Staff is available to help support the commission, and the City Attorney's Office provides legal advice as needed.

Employee elections:

7. What is the election timeline?

Candidate and election information sessions will be held with remote and hybrid options for employees wanting to learn more about the election. Email civilservice@seattle.gov or call (206)586-1991 to obtain a link and further information.

- Tuesday, September 15, at 12:00 noon (hybrid, SMT 1679)
- Friday, September 25, at 12 noon (remote)

Candidate filing: Monday, October 5 - Friday, October 9

Employee voting: Monday, November 2 to - Friday, November 6

8. Who conducts the election?

The City Clerk oversees the election of the employee-elected civil service commissioner. Election Rules may be found [here](#). Employees who are engaging in the election process (as candidates or voters) are expected to conduct these activities during working hours in a reasonable manner.

9. How do employees submit their declaration of candidacy?

Candidacy declaration week begins at 8:00 a.m. on Monday, October 5, 2026.

The declaration of candidacy form is available in the Office of the City Clerk during the candidacy declaration week, October 5 - 9, 2026. Candidates must be able to confirm their identity by providing a government-issued ID or submitting a notarized declaration of candidacy form.

Candidates are allowed to provide a 200-word written statement and photograph for inclusion in the voters' pamphlet. Please refer to the [Election Rules](#) for more details about submitting a statement and / or photo.

The deadline to submit the declaration of candidacy and provide a statement and / or photograph, or to withdraw candidacy is Friday, October 9, 2026, 5:00 p.m.

Please note the Office of the City Clerk hours [here](#); candidates can still submit their declaration of candidacy form during office hours, even when the service desk is closed.

If you are mailing in your form, it is recommended that you bring it into your local post office and have the clerk postmark the mail piece in front of you to avoid missing the deadline.

10. How do employees vote?

Employees have the option to vote via paper ballot or electronically (online). Employees will receive their ballots and instructions for voting in their City email accounts and their mailing address on file in Workday.

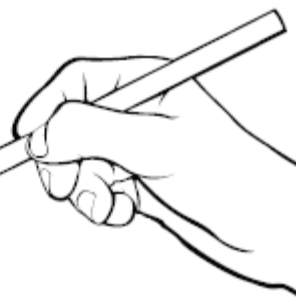
Please note if you are mailing in your ballot, it is recommended that you bring it into your local post office and have the clerk postmark the mail piece in front of you to avoid missing the deadline.

11. How are votes tabulated?

Votes will be tabulated using ranked choice voting (sometimes known as preferential voting or instant runoff voting), in which voters rank the candidates in the order of the voter's preference.

EXAMPLE: To vote for Candidate B as a first choice, Candidate C as a second choice and Candidate A as your third choice, fill out your ballot as follows:

	RANKING		
	1st	2nd	3rd
Candidate A	☐	☐	☒
Candidate B	☒	☐	☐
Candidate C	☐	☒	☐



Additional resources:

12. Where can I find more information?

CSC/CIV Department -

- See the CSC website [for additional election information](#), or [more information generally](#) about the CSC.
- Call or email Sarah Butler at (206)586-1991 / sarah.butler@seattle.gov for additional questions about the CSC.

Office of the City Clerk -

- See the Clerk's [Employee Elections website](#) to find the election rules and for additional materials related to declaring candidacy and voting in the CSC election.
- Call or email Ann Vuong at (206) 233-3896 / ann.vuong@seattle.gov for additional questions about administration of the CSC election.