

**TOWN OF PORT HAWKESBURY
MUNICIPAL ELECTION
SATURDAY, OCTOBER 19, 2024
MUNICIPAL ELECTION SUPPORT STAFF REQUIRED**

The Town of Port Hawkesbury is inviting persons interested in providing Election Support for the upcoming municipal election, advance polls, and mobile polls to submit their resumes.

THIS ELECTION WILL BE FULLY ELECTRONIC. Support staff will be required to have experience working with technology and must be comfortable with computers and technology.

Responsibilities of Election Support Workers

Election Support Staff

- Must have experience and be comfortable with technology (computers, iPad, etc.)
- Will be in charge of an electronic mobile polling station;
- Will have custody of the electronic voting materials and be responsible for setting up the poll prior to the beginning of voting on election day;
- Will be responsible for closing the electronic polling station;
- Reports any issues or concerns to the returning officer, and
- Ensures the safe return of the electronic voting materials to the Returning Officer
- Previous election experience would be considered an asset
- Must be available for training session(s) prior to election day

**If interested, please send your resume to
Melissa Warner at election@townofporthawkesbury.ca
Or stop by the Returning Office in the Port Hawkesbury Civic Centre**