



2026 MUNICIPAL ELECTION EMPLOYMENT OPPORTUNITIES

Join Our 2026 Municipal & School Board Election Team!

The Township is seeking enthusiastic, reliable, and customer-focused individuals to serve as Election Workers for the 2026 Municipal & School Board Election. We are recruiting for a variety of paid positions to support two Advance Vote days and Election Day on Monday, October 26, 2026.

Election Workers play a vital role in ensuring the voting process is conducted fairly, accurately, and efficiently. Responsibilities vary by position and may include greeting voters, verifying voter information, issuing ballots, assisting with voting procedures, and supporting the overall operation of voting locations. Please see the next page for a description of the positions.

Who Can Apply?

- Must be a minimum of 18 years of age and legally entitled to work in Canada;
- Cannot be a candidate or the spouse or immediate family member of a candidate running in the 2026 Municipal and School Board Election in the Township of Essa;
- Must have access to reliable transportation;
- Must attend a 2-hour mandatory training session; and
- Must arrive at the designated voting location by 9:00 a.m. and remain there until after voting closes and all assigned duties have been completed.

Available Dates:

Successful applicants must be available to work one of the following days:

- Advance Vote – Saturday October 17, 2026 – 9:00 a.m. to 7:00 p.m.
- Advance Vote – Wednesday October 21, 2026 – 9:00 a.m. to 7:00 p.m.
- Election Day – Monday October 26, 2026 – 9:00 a.m. to 10:00 p.m.

Mandatory paid training will be scheduled for late September or early October and will be scheduled with successful applicants.

Available Positions:

Managing Deputy Returning Officer (MDRO) - \$250.00 including training

- Oversees all operations at the voting location and supervises election staff
- Manages election supplies and materials
- Reports unofficial election results and returns all election materials to Election Headquarters

Deputy Returning Officer (DRO) - \$200.00 including training

- Issues ballots and assists voters throughout the voting process
- Processes electors, administers required forms and oaths, and reconciles ballots at the close of voting
- Assists with the setup and closing of the voting location

Poll Clerk (PC) - \$200.00 including training

- Verifies voter identification and updates the Voters' List
- Assists with voter processing and election records
- Assists with the setup and closing of the voting location

Revision Clerk (RC) - \$170.00 including training

- Processes updates and corrections to the Voters' List
- Assists voters with required forms and directs them to the appropriate voting station
- Assists with the setup and closing of the voting location

How to submit your application:

Complete applications will be accepted until 4:00 p.m. on Friday August 28th and can be submitted in person at the Township Administration Centre, by email to the undersigned, or [completed online](#).

We thank all applicants for their interest; however, only those selected for an interview or appointment will be contacted.

Krista Pascoe, Manager of Legislative Services/Clerk

kpascoe@essatownship.on.ca

Township of Essa

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Utopia, ON

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We thank all applicants for their interest and advise that only those selected will be contacted. Information collected will be used solely for the purpose of candidate selection, in accordance with the *Municipal Freedom of Information & Protection of Privacy Act*. The Township of Essa is an equal opportunity employer committed to inclusive, barrier-free recruitment and selection processes. Arrangements shall be made for accommodation, upon request.