



Township of Emo Municipal Election 2022 Election Employment Information Sheet

The Township of Emo is now recruiting for temporary workers for the Municipal Election on:

Advance Vote Day: Saturday, October 15, 2022 (approx. 12:30 pm – 4:30 pm)

Election Day: Monday, October 24, 2022 (approx. 9:30 am – 9 pm)

Who Can Apply

To be eligible to work for the Township, you must:

- Be 16 years of age or older
- Legally be entitled to work in Canada
- **NOT** be a candidate, volunteer for a candidate or be an immediate family member¹ of a candidate running in the 2022 Municipal Election.
- Be committed and available to work the entire time specified above.
- Attend a 2-hour mandatory training session (first week of October).
- Have access to a vehicle or guaranteed transportation to and from voting places (both days)
- Be willing to complete online Accessibility for Ontarians with Disabilities Act (AODA) training (approx. 1 hr).
- Be available for both Advance Vote Day and Election Day noted above.

Please Note:

- Previous election official experience is not required but is preferred.
- Times noted are approximate. Unforeseen circumstances may require additional time.
- You will be required to work independently and as a part of a team.
- Compensation covers all training, as well as any mileage or other transportation costs associated with the position.
- Submission of an Application does not guarantee placement.
- If selected, you will be notified the last week of September with instructions on training.

How to Apply

Interested individuals may complete the attached application form and submit it to the Deputy Clerk by mail, email (depuyclerk@emo.ca), or in person at the Municipal Office at 39 Roy St., Emo, ON P0W 1E0 during normal business hours or through the door drop slot. All applications must be received by Friday, September 23, 2022.

¹ Immediate family member shall include spouse/partner, children, parents, siblings whether connected by birth, adoption, marriage, civil partnership or cohabitation

We thank all applicants for their interest, however only candidates selected for further consideration will be contacted.



Township of Emo Municipal Election 2022 Application for Election Employment

Please Print Clearly

NAME: _____

ADDRESS: _____

PHONE #: _____ EMAIL: _____

- | | Yes | No |
|--|--------------------------|--------------------------|
| 1. Have you worked on a municipal, provincial or federal election using traditional paper ballots? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If yes, please provide most recent year(s) and position held. | | |

- | | | | | | |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 3. Do you have access to transportation on | | | | | |
| a. Advance Vote Day, Saturday, October 15, 2022 | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| b. Election Day, Monday, October 24, 2022? | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| 4. Do you have customer service experience? | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| 5. Are you willing to obtain Accessibility for Ontarians with Disabilities Act (AODA) training online? | <input type="checkbox"/> | <input type="checkbox"/> | | | |
| 6. Training will be during office hours week of October 3 rd to 7 th . Please indicate availability below: | | | | | |
| | Monday | Tuesday | Wednesday | Thursday | Friday |
| Morning | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Afternoon | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Please review the job descriptions of each position available for job functions prior to submitting.

7. Please specify position and note preference:
- Deputy Returning Officer 1st / 2nd Election Official 1st / 2nd

I have read and acknowledge the Election Employment Information Sheet and verify that I fit the eligibility criteria to work for the Township of Emo in the 2022 Municipal Election. I certify that the statements made in this application are true and correct to the best of my knowledge and agree that any misrepresentation may cause the withdrawal of any job offer.

Signature _____ Date _____

Personal information on this form is collected under the authority of the Municipal Act, 2001, S. 270. The information is being collected to assess your suitability for a position with the Township of Emo for the 2022 municipal election and for no other purpose. If you have any questions about this form, please contact Crystal Gray, Interim CAO/Clerk/Treasurer at deputy.treasurer@emo.ca.

We thank all applicants for their interest, however only candidates selected for further consideration will be contacted.