2025 MUNICIPAL ELECTION WORKERS
POSITION DESCRIPTIONS

PRESIDING DEPUTY RETURNING OFFICERS (PDRO)
❖ Oversee the assigned voting station.
❖ Ensure the voting station is set up prior to 8 am on Election Day and is closed in accordance with the Local Authorities Election Act (LAEA) on Election Night.
❖ Supervise, direct, and assist other election workers, including accurately completing voting registers and issuing ballots.
❖ Provide direction to voters and assist voters with special needs.
❖ Ensure secrecy and integrity of the voting process and adherence to the LAEA.
❖ Oversee and participate in the ballot count. Responsible for ensuring the accuracy of the count and completion of the Ballot Account.
❖ Ensure security and delivery of the ballot boxes and other election material on Election Night as directed by the Returning Officer.
❖ Troubleshoot issues as required.

COMPENSATION
The wage rate is $375.00 for Election Day and a pro-rated rate for the training session and for the Advance Vote (if applicable).

DEPUTY RETURNING OFFICERS (DRO)
❖ Assist with voting station set-up on Election Day.
❖ Accurately complete voting registers and issue ballots.
❖ Provide direction to voters and assist voters with special needs.
❖ Ensure secrecy and integrity of the voting process and adherence to the LAEA.
❖ Participate in the ballot count, as directed by the PDRO.
❖ Assist with closure of the voting station on Election Night in accordance with the LAEA.
❖ Support and assist PDRO as requested.

COMPENSATION
The wage rate is $315.00 for Election Day and a pro-rated rate for the training session and for the Advance Vote (if applicable).

OTHER COMPENSATION
In addition to the above wage rates, mileage to the training session, Advance Votes (if applicable), and to the assigned Voting Station will be paid at the rate of $0.72/km.

A cell phone allowance will be paid to one election worker per voting station on Election Day (as assigned by the PDRO) at the rate of $30.

NO meal allowance will be paid.