



ELECTION OFFICIALS

2026 General Local Election

The Sunshine Coast Regional District is seeking casual election officials to support the upcoming general local election. This is a unique, short-term opportunity to contribute to your community by helping ensure a smooth and accessible voting process. Successful applicants may work a total of three days, including two advance voting days and General Election Day. Comprehensive training will be provided in advance, equipping you with all the knowledge and tools needed to confidently perform your role.

Position Overview

Election Officials play a key role in ensuring the integrity, accessibility, and smooth operation of the local election process. Working as part of a team, they are responsible for setting up and closing voting places, assisting voters, verifying voter eligibility, issuing ballots, and ensuring all procedures are followed in accordance with election legislation and guidelines. Election Officials provide excellent customer service, maintain confidentiality, and help create a welcoming and orderly voting environment. This role requires attention to detail, strong communication skills, and the ability to remain professional and impartial while supporting voters throughout the election process. Officials may be placed at any of the potential voting locations on the Sunshine Coast which could include Madeira Park, Garden Bay, Halfmoon Bay, Roberts Creek, Elphinstone, West Howe Sound, Gambier or Keats Island. There are also a limited number of Presiding and Alternate Presiding Election Official Postings available, which will be compensated at a higher rate. Further details are included in the job description found at www.scrd.ca/careers.

Election officials are recruited on an as needed basis to work in various voting locations throughout the Regional District. Election officials will be appointed to one of three positions at the discretion of the Chief Election Officer.

PRESIDING ELECTION OFFICIAL (PEO)

Presiding Election Officials (PEOs) are supported by the Chief Election Officer and Deputy Chief Election Officer during all voting days. PEOs are responsible for conducting the vote at their assigned voting location. PEOs must:

- be knowledgeable about election legislation,
- know the voting and counting procedures,
- be able to work with and manage other election officials,
- be able to respond with knowledge and courtesy when dealing with electors, candidates and candidate representatives,

- ensure the *Local Government Act* (LGA) and any related bylaws or regulations are being adhered to with respect to the voter registration process, access to the voting place, and voting procedures in general,
- ensure that ballots and ballot boxes are secure and that the results of voting are properly tallied and provided to the Chief Election Officer as instructed, and
- maintain peace and order at the vote proceedings for which they are responsible.

ALTERNATE PRESIDING ELECTION OFFICIAL (APEO)

Alternate Presiding Election Officials (APEO) directly assist Presiding Election Officials (PEO). In the PEO’s absence, the APEO assumes the duties and responsibilities of the PEO. APEOs must be prepared to assume the role and responsibilities of the PEO. APEOs may also assist with the registration of voters or issuing ballots as may be required.

ELECTION OFFICIAL (EO)

Election Officials (EOs) assist the Presiding and Alternate Presiding Election Officials. EOs may be assigned tasks such as:

- assisting with setup and closing of the voting location,
- assisting with voting procedures including registration of voters, and issuing ballots, and
- providing direction to voters entering a voting location.

The 2026 pay rates for Election Officials are as follows:

Positions	Hourly Rate
Presiding Election Official	\$21.00
Alternate Presiding Election Official	\$24.00
Election Official	\$30.00

In alignment with the *Employment Standards Act*, posted hourly rates are based on an 8-hour work day. The rate of pay for hours 8 – 12 will be calculated at 1.5x, and 2x the rate of pay for every hour over 12 hours

To apply, please visit <https://www.scrd.ca/elections>