



Town of Lake Cowichan

APPLICATION TO WORK AS AN ELECTION OFFICIAL

Thank you for your interest in working the Municipal Election. All interested candidates must complete and submit this application form to electionslc@lakecowichan.ca by 4:00 pm on Friday September 16, 2022. You may mail the form to: PO Box 860, Lake Cowichan, BC, V0R 2G0 or drop off at 38 King George

PART 1: Personal Information	
Last Name:	First Name:
Mailing Address:	
Home Phone:	Cell Phone:
Email:	

May we retain your personal information to contact you for future elections? Yes No

What languages do you speak, other than English (if any)? _____

Have you worked in an election before: Yes No

If yes, which type? (check all that apply): Local Government Provincial Federal

Where and what year did you last work an election? _____

All Election Officials must be available to work on General Voting Day – Saturday, October 15, 2022 from 7:45 am to 8:15 pm. Are you able to work the entire day? Yes No

There are a limited number of positions needed for the Advance Voting opportunities, are you available to work on the following days:

1st Advance Voting Day - Wednesday, October 5, 2022 - 8:00 am to 8:00 pm Yes No

2nd Advance Voting Day - Wednesday, October 12, 2022 - 10:00 am to 4:00 pm Yes No

PART 2: Duties and Responsibilities

This position may be responsible for:

- setup of the voting place including voting booths and election staff tables and posting signs and notices
- verifying elector's names on the voting list and confirming address information
- register new voters
- ensuring all appropriate forms are completed
- explaining and facilitating the voting and ballot procedures to voters
- assisting voters as required and assisting the Chief and Deputy Chief Election Officers as required.



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Skills and Abilities:

- To be an impartial and neutral representative on the election team.
- To have excellent verbal communication skills.
- To have attention to detail and to be organized and efficient.
- To act responsibly, professionally, and exercise good judgment.

PART 3: Certification

I confirm that the following statements are true. (Check each box)

I am at least 18 years of age.

I am entitled to legally work in Canada.

I am not and will not become a candidate, candidate representative or financial agent or be involved in a campaign for a candidate or an issue that is subject to an assent vote during this election.

I certify that all the statements made in this application are true.

Signature (Please print and sign)

Date

Personal information is collected by the Town of Lake Cowichan under section 26(c) of the *Freedom of Information and Protection of Privacy Act* for the purposes of administering the 2022 local general election. Please direct any questions about the personal information to the Elections Officer at electionslc@lakecowichan.ca or call 250-749-6681.