ELECTIONS NOVA SCOTIA

Lunenburg Returning Officer

(Towns of Lunenburg, Mahone Bay, Municipality of the District of Lunenburg, Municipal Districts 1, 2, 3, 4 and part of District 5)

Elections Nova Scotia is accepting applications for the position of Returning Officer for the provincial electoral district of LUNENBURG.

Returning Officers play a critical role in the election process in Nova Scotia by conducting professional, fair and nonpartisan elections in each electoral district under the general direction of the Chief Electoral Officer.

If you enjoy a challenge which involves meeting deadlines, working with a variety of people and being an important part of the democratic process, you may be ideal for the position of Returning Officer.

To be a Returning Officer, you must:

- be a qualified elector in Nova Scotia
- know and understand the election process
- live in and have a good knowledge of your electoral district
- be available fulltime at the call of an election for the duration of the election period and from time to time attend training or do special projects in the district required by the Chief Electoral Officer
- have excellent interpersonal skills, be a good organizer, communicator and manager
- have strong computer skills and experience
- be and be seen to be non-partisan.

Remuneration is in accordance with a prescribed Tariff of Fees and Expenses. Payment is made only for services provided during an election, and between elections to attend training or conduct work required by the Chief Electoral Officer.

This is a Non-Civil Service Position.

The Province of Nova Scotia is an equal opportunity employer.

An information package (with electoral district map) and application form is available online at: http://electionsnovascotia.ns.ca/employment.asp or by calling 424-8584 (1-800-565-1504 Toll Free)

Competition closes at 4:30PM, October 10, 2008