



## **Work the 2026 General Local Election**

### **General Voting Day: October 17, 2026**

The City of Prince George is accepting Expressions of Interest for Contracted Services (“Applications”) to work the 2026 General Local Election. Applications will be accepted **April 1<sup>st</sup> – July 31<sup>st</sup>**.

Please familiarize yourself with job descriptions, availability for training dates, voting dates, and other aspects of working before submitting your Application.

Applications will not be reviewed until after the closing date of July 31. Notification to successful applicants and confirmation of mandatory training dates will be provided by **August 21, 2026**.

The City of Prince George appreciates your interest. This is an application only and is not a guarantee of employment. Following initial review of the applications received, only the applicants meeting the basic qualifications will be contacted for further consideration.

### **General Information and Considerations**

Available positions:

[\*\*Presiding Election Official\*\*](#)  
[\*\*Alternate Presiding Election Official\*\*](#)  
[\*\*Election Official\*\*](#)

Opportunities to work:

**General Voting Day:** October 17  
**Advance Voting Opportunities (Limited):** October 7, 8, 14, 15

Mandatory training dates:

**Election Official:** September 21, 28  
**Presiding Election Official / Alternate Presiding Election Official:** September 22, 29

## How to apply

1. Complete and submit the online [Expression of Interest for Contracted Services](#) form by 5 pm July 31<sup>st</sup>:  
or
2. Complete, print, and return the fillable Expression of Interest for Contracted Services form by 5 pm July 31:

In person or by mail:

City Hall, 5<sup>th</sup> Floor  
1100 Patricia Boulevard  
Prince George, BC V2L 3V9

By email:

[election.staffing@princegeorge.ca](mailto:election.staffing@princegeorge.ca)

Printed copies of the Expression of Interest for Contracted Services form are also available from Legislative Services located on the 5<sup>th</sup> Floor of City Hall.

Expressions of Interest for Contracted Services, in any format, will be accepted until 5 pm on July 31.

Required fields are marked with a single asterisk (\*)

## Applicant Information

**Surname \***

**Middle Initial**

**First Name \***

**Mailing Address \***

**City / Town \***

**Province \***

**Postal Code \***

If you are selected to work during the 2026 General Local Election, your mailing address will be used for all correspondence and payment processing. Please advise us as soon as possible if your mailing address changes.

**Primary Phone Number \***

**Email Address \***

**I am 18 years of age or older (Individuals under the age of 18 may work during the local election; however, they are only eligible for certain roles). \***

Yes

No

**I have access to a cellular phone and a vehicle to use on any voting day that I am scheduled (requirement for the Presiding Election Official and Alternate Presiding Election Official positions). \***

Yes

No

**I have the following British Columbia accepted first aid certificate(s)**

Basic First Aid (OFA 1)

Intermediate First Aid (OFA 2)

Advanced First Aid (OFA 3)

None

**List any languages spoken, in addition to English**

## Acknowledgements

### Hours of Work

#### Election Official

By checking the box below, I acknowledge that working hours for Election Officials are 7:00 am to approximately 9:00 pm, and that I may be required to work outside of these hours.

I agree to commit to the working hours necessary to fulfill my duties as an Election Official, as required.\*

#### Presiding Election Official or Alternate Presiding Election Official

By checking the box below, I acknowledge that working hours for Presiding Election Officials and Alternate Presiding Election Officials) include:

- Pick up voting location supplies the day before the voting opportunity (1 pm – 4:30 pm)
- Set up voting location the evening before the voting opportunity (approximately 2-4 hours).
- Opening and closing the voting station, including dropping off the voting supplies at City Hall after the voting station is closed (approximately 6 am – 9 pm)

I agree to commit to the working hours necessary to fulfill my duties as a Presiding/Alternate Presiding Election Official, as required.\*

### Campaign/Candidate Affiliations

Pursuant to the *Local Government Act*, as a condition of working for any local government election, all Election Officials are required to make a solemn declaration that they will faithfully and impartially fulfill their duties. Election Officials must not be related to any candidate running for office in the election or actively working for any election campaign or candidate.

#### Campaign/Candidate Acknowledgement

I acknowledge I am not a candidate in the 2026 General Local Election.\*

I acknowledge I will not become a candidate in the 2026 General Local Election.\*

I acknowledge I will not act as a candidate representative or a financial agent.\*

I acknowledge I will not campaign for any candidate.\*

I acknowledge I am not related to a candidate (office of mayor, councillor, or school trustee for the Prince George Trustee Electoral Area in School District No. 57).\*

### T4A Acknowledgement\*

In accordance with Canada Revenue Agency Regulations a T4A will be issued if earnings are \$500.00 or more (i.e, working more than one voting opportunity) during the course of work as an election official (all roles).

I acknowledge that a T4 will be issued to me if my earnings are \$500 or more.\*

## Experience

**Types of election experience and roles worked. \***

- Federal
- Provincial
- Municipal
- None

**List details of experience (other than election work) where excellent communication skills, good attention to detail and ability to be a team player were required. \***

**This type of work involves standing, sitting and/or handwriting for long periods of time, reading, and communicating with electors. List any limitations you would like us to take into consideration. \***

## Preferences

**Do you have a preference for a certain role? For more information on the positions available please visit and review the job descriptions posted on [www.princegeorge.ca/city-hall/elections/working-election](http://www.princegeorge.ca/city-hall/elections/working-election)**

- Presiding Election Official\*
- Alternate Presiding Election Official\*
- Election Official

\*Demonstrated previous supervisory or leadership experience is an asset. Please describe your supervisory or leadership experience.

**Do you have a preference of neighbourhood, or area, where you would like work on General Voting Day (October 17, 2026)?**

- College Heights Secondary
- DP Todd Secondary
- Edgewood Elementary
- John McInnis Learning Centre
- Prince George Conference and Civic Centre
- Shas Ti Kelly Road Secondary
- Vanway Elementary
- No preference

**If you are interested in working during an advance voting opportunity, please check the dates you are available. All voting hours are from 8:00 am to 8:00 pm, with hours of work extending from approximately 7:00 am to 9:00 pm.**

- Advance Voting Opportunity 1: October 7, 2026 at Prince George Conference & Civic Centre
- Advance Voting Opportunity 2: October 8, 2026 at Prince George Conference & Civic Centre
- Advance Voting Opportunity 3: October 14, 2026 at Prince George Conference & Civic Centre
- Advance Voting Opportunity 4: October 15, 2026 at Prince George Conference & Civic Centre

**Do you have a preference of another individual you would like to work with? If so, please provide their names.**

# Mandatory Training

## Election Official

If I am appointed as an Election Official, I acknowledge and agree to attend one (1) of the following mandatory training sessions.

My preferred Election Official Training date is (pick one): \*

September 21 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

September 28 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

## Presiding Election Official / Alternate Presiding Election Official

If I am appointed as a Presiding Election Official or an Alternate Presiding Election Official, I acknowledge and agree to attend two (2) of the following mandatory training sessions (Election Official training and Presiding/Alternate Presiding Election Official training).

My preferred Election Official Training date is (pick one): \*

September 21 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

September 28 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

My preferred Presiding/Alternate Presiding Election Official Training date is (pick one): \*

September 22 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

September 29 – 6 pm – 8 pm (Council Chambers, 2nd Floor, City Hall)\*

**\*Note: training dates may be changed upon request**

## Questions or Additional Information

For more information, please contact:

Joan Switzer, Deputy Chief Election Officer (Operations)  
250-561-7686 | [election.staffing@princegeorge.ca](mailto:election.staffing@princegeorge.ca)

Ethan Anderson, Chief Election Officer  
250-561-7793 | [election.staffing@princegeorge.ca](mailto:election.staffing@princegeorge.ca)

Leslie Kellett, Deputy Chief Election Officer (Legislative)  
250-561-7655 | [election.staffing@princegeorge.ca](mailto:election.staffing@princegeorge.ca)

The personal information on this form is collected by the City of Prince George for the purpose of processing this application to work during the 2026 General Local Election under the authority of sections 26(a) and (c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of information, please contact [election@princegeorge.ca](mailto:election@princegeorge.ca) at 1100 Patricia Boulevard, Prince George, BC, or by telephone 250-561-7686.

**Learn more information about the collection of personal information under the Freedom of Information and Protection of Privacy Act.** Visit: [www.princegeorge.ca](http://www.princegeorge.ca) ⇒ “City Hall” ⇒ “Freedom of Information”

## Acknowledgment

I have read, acknowledge, understand and agree to all terms of this application. \*

**Applicant's Legal Name \***