



REVISION OFFICER

2026 MUNICIPAL & SCHOOL BOARD ELECTION

Three (3) Positions available on Election Day

Monday October 26, 2026 from 9:00 am to 9:00 pm

Training will take place in late September/early October for approximately 2 hours

Compensation for the shift including the training session will be \$420.00

Duties and Responsibilities

- Confirm voter identification
- Issue written oaths of qualification to voters if identification is insufficient
- Assist voters in the completion of an application to amend the voters' list
- Use electronic voter's list software to search for and add individuals to the voter's list and/or revise their information
- Direct voters' to the Ballot Officer
- Complete necessary paperwork
- Support the voting location team with setting up, opening and closing the voting location

Skills Required

- Excellent customer service skills
- Comfortable working with computers and related technology
- Problem-solver
- Highly organized
- Team player