

Public Engagement Liaison

Apply now.

Hourly Rate: \$19 per hour

Hours of Work: Variable hours during the election period and the Register to Vote program

Are you passionate about making a difference in your community? Join us as a Public Engagement Liaison (PEL) and help build relationships with diverse community stakeholders to reduce barriers to voting and voter registration. You'll work with groups like Indigenous communities, seniors, youth/students, new citizens, people with disabilities, underserved communities, and voters experiencing homelessness.

Working closely with the Returning Officer, you will develop and execute the overall outreach plan for the electoral district. You will plan and conduct presentations, organize information sessions, and communicate with members of the public and community groups that may face barriers to voting. You will also lead the outreach planning and implementation for the Register to Vote program and will oversee a promotional team to assist in the outreach and engagement strategy for the electoral district.

What you'll be doing:

- Lead the development and execution of the overall outreach strategy for the electoral district.
- Identify and build relationships with diverse community stakeholders.
- Provide election and voter registration information provided by Elections Ontario to community organizations serving voters facing barriers by delivering presentations, hosting information sessions, and attending events.
- Provide regular updates to the Returning Officer.
- Increase awareness about voter registration, translation, interpretation, and accessibility services available to voters.
- Coordinate activities with other Public Engagement Liaisons in neighboring or the same electoral districts.
- Performing other duties as assigned by the Returning Officer or designate.

What We're Looking For:

- Understanding of public engagement, outreach, and community relations best practices.
- Excellent oral communication and interpersonal skills.
- Experience working with community stakeholders that may face barriers to voting.
- Skills in relationship management, decision-making, public speaking, negotiation, organization, problem-solving, and logistics.
- Local knowledge of your electoral district's community demographics.
- Knowledge of and experience applying accessible customer service standards, in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).
- Proficiency in communication-related software (e.g., Microsoft 365®, Microsoft Teams®, and other digital presentation and communication tools).
- Access to reliable transportation.
- Existing contacts and relationships with community organizations are a plus.
- Ability to stay composed under pressure.
- Ability to work in a fast-paced environment during an electoral event.
- Local election office experience is a plus.
- Must be 18 years of age or older, eligible to work in Canada, and bilingual in designated electoral districts.



Working Conditions:

Pre-election Period:

- Complete the self-paced training module.
- Assist with outreach as directed by the EOHQ Outreach team.
- Attend a 1-day mandatory in-person regional training session scheduled between February 24 - March 28, 2025, excluding the week of March break.
- Attend a ½ day assignment with the Returning Officer to begin development of the overall outreach strategy for the electoral district prior to the Register to Vote program
- Participate in the Register to Vote program in your electoral district from April 14-May 16, 2025 (120-150 hours total).

Election Period:

- Part-time hours with overtime (10-20 hours per week) over 5 weeks.
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Ready to make a positive impact in your community? Apply now and help us ensure everyone has a voice in the election!

