

## Count Supervisor job description

The counting of the votes usually takes place the morning after the verification (normally a Friday) and will be likely to last all day or until all ballot papers are counted. At a Parliamentary General Election, the count will continue immediately following the verification on the same night and staff will be expected to stay for the entire process. As all ballot papers should have been verified the night before, they can now be sorted into piles by candidate(s). Count Supervisors oversee a table of count assistants who will do this and will then need to work out the total number of votes before reporting these figures to the control team.

Duties include:

- Managing a table of count assistants
- Providing assistance and guidance to count assistants where necessary
- Adding up verified ballot paper totals and reporting this to the control team
- Maintaining high levels of concentration and attention to detail
- Assisting with counting where required



### The Kangaroo Board

If there is an election where voters can vote for more than one candidate (known as a “multi-member ward”), we may opt to use a different counting method which requires the use of ‘kangaroo boards’ (sometimes referred to as ‘grass skirts’). Instructions on how to use these will be provided before the count commences but a short tutorial can be found [here](#). Count Supervisors will need to have a sound knowledge of how to use these as they will need to provide support to count assistants when using them.

Count Supervisors will need to arrive on time as indicated by the Elections team and will be expected to stay for the duration of the count. It is therefore recommended that staff bring their own refreshments but there will be regular breaks and opportunities to venture out and stretch their legs.

### Fee

Count Supervisors are paid at a rate of £17.50 per hour.

**\*Please note that these rates are subject to change\***

### Contact us!

To enquire about working as a Count Supervisor, or for more information, please contact [electoral.staffing@n-somerset.gov.uk](mailto:electoral.staffing@n-somerset.gov.uk) or call 01934 634909.