

Verification Assistant job description

After the poll closes, Verification assistants are required to help make sure that the number of ballot papers which are in each ballot box matches what was recorded as being given out at the polling station. This must be done before the ballot papers can be counted by candidate(s).

Duties will include:

- Counting ballot papers into bundles of 25 (or as required)
- Maintaining high levels of accuracy and attention to detail
- Working and communicating within groups effectively
- Remaining politically neutral throughout



The verification commences immediately following the close of poll at 10pm, once the ballot boxes begin arriving at the venue where the verification is taking place (this is usually Hutton Moor Leisure Centre). All equipment will be provided.

Staff will need to arrive on time as indicated by the Elections team and will be expected to stay for the duration of the verification. It is therefore recommended that staff bring their own refreshments.

Fee

Verification Assistants are paid a flat rate fee of £70 for the first 4 hours and if the duration lasts beyond that, an increased rate of £17.50 per hour after that due to working anti-social hours.

Please note that these rates are subject to change

Contact us!

To enquire about working as a Verification Assistant, or for more information, please contact electoral.staffing@n-somerset.gov.uk or call 01934 634909.