

Count Assistant 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 have been verified the night before, they can now be sorted into piles by candidate(s) and this is the job of the count assistant.

Duties include:

- Counting ballot papers into bundles of 25 (or as required)
- Counting votes using a kangaroo board (only applicable at elections with multi-member wards)
- Maintaining great attention to detail and high levels of concentration
- Working in a pair/group effectively where required
- Following instructions provided by your supervisor



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](#). These are only used at local elections or by-elections where voting for more than one candidate is more common.

Count assistants 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 Assistants are paid at a rate of £13 per hour.

Please note that these rates are subject to change

Contact us!

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