

DOOR OR PARKING ATTENDANT

Roles and Responsibilities



A Door and Parking Attendant are appointed to a polling station with more than five polling stations in the same building.

The Door Attendant is responsible for:

- Holding the door to assist electors entering the building;
- Assisting in the clean-up of spills, water from outdoors, etc.;
- General guidance of electors into the building and ensuring no loitering;

The Parking Attendant is responsible for:

- Ensuring traffic flow in the parking lot
- Directing electors to the entrance of the Polling Station
- In winter ensuring the walkway is free of snow and ice by advising supervisor

A Door or Parking Attendant must:

- Be 18 years of age or older.
- Reside in the electoral district in which they will be working.
- Have knowledge of the electoral district.
- Not have had political involvements 60 days prior to appointment.
- Remain completely impartial while employed by Elections Newfoundland and Labrador.
- Be familiar with provincial voting rules and regulations.
- Possess excellent customer service skills.
- Be able to react appropriately to problems and challenges.

A Door or Parking Attendant is paid as per the Schedule of Fees on Polling Day and for one hour of training.