



Invitation for Applications Chief Electoral Officer

The Legislative Assembly of Nunavut's Management and Services Board invites applications for the unique and challenging position of Chief Electoral Officer of Nunavut. The Chief Electoral Officer is an independent officer of the Legislative Assembly. This is a seven-year statutory appointment. The Chief Electoral Officer is appointed by the Commissioner of Nunavut on the recommendation of the Legislative Assembly.

The Chief Electoral Officer is accountable for the administration of all territorial general elections and by-elections under the *Nunavut Elections Act*, plebiscites under the *Plebiscites Act* and local option votes under the *Liquor Act*. Recent amendments to the *Nunavut Elections Act* and the *Legislative Assembly and Executive Council Act* provide that territorial general elections will be held every four years. Consequently, the next territorial general election is scheduled to take place on October 30, 2017. Copies of these pieces of legislation can be located here: <http://gov.nu.ca/justice/information/legislation>

A detailed *Position Profile* for the position of Chief Electoral Officer may be downloaded from the Legislative Assembly's website at www.assembly.nu.ca or Elections Nunavut's website at www.elections.nu.ca.

The successful candidate will be an experienced senior manager with proven professional success in managing complex administrative operations. Knowledge of electoral administration is essential. This position requires a high degree of attention to detail, including the ability to accurately interpret, administer and explain complex statutes and regulations. The successful candidate will possess the ability to communicate clearly and consistently with the general public, stakeholder groups and the news media. Excellent writing skills, including the ability to draft comprehensive annual reports to the Legislative Assembly, are required. Understanding of Inuit societal values, language and culture is a definite asset.

The Office of the Chief Electoral Officer (Elections Nunavut) is located in Rankin Inlet, Nunavut. A detailed community profile can be found here: <http://www.gov.nu.ca/eia/information/community-information>

Relocation assistance and staff housing is available. The salary range for the position of Chief Electoral Officer is \$125,068-\$178,668. Applications will be accepted until 5:00pm (EST) on **Friday, March 18, 2016**. Applications and inquiries should be directed to:

Chief Electoral Officer of Nunavut
c/o Secretary to the Management and Services Board
Office of the Legislative Assembly of Nunavut
P.O. Box 1200, Iqaluit, NU, X0A 0H0
Tel: (867) 975-5105 Fax: (867) 975-5191 Email: submissions@assembly.nu.ca