

Wayne County
BOARD OF ELECTIONS

200 Vanover Street Suite 1 Wooster, Ohio 44691
Telephone 330-287-5480 Fax 330-287-5686 www.WayneCountyOH.gov
E-mail Wayne@OhioSoS.gov

Position Opening

Election Specialist (Full Time)

Seeking a civic-minded candidate to join our team as a Full Time Election Specialist at the Wayne County Board of Elections.

Assist in facilitating fair and accurate elections for the voters of Wayne County. Position responsibilities include assist with recruitment, training and retention of poll workers; preparation of supplies and assist with equipment testing for elections; customer service and general office duties.

Wayne County offers an excellent benefits package including health, dental and vision insurance; OPERS retirement benefits; and 11 paid holidays. Work M-F from 8 a.m. – 4 p.m. with paid lunch. (Extra hours required during pre- and post-election periods.)

To apply, send employment application and resume' **no later than February 24, 2023** to Wayne@OhioSOS.gov.

Link to employment application: <https://www.wayneohio.org/employment-opportunities>

Link to full job description: <https://www.waynecountyoh.gov/employment-opportunities>

Wayne County is an Equal Opportunity Employer

Julie Leathers Stahl, Director
Bryon Bell, Deputy Director
Elizabeth Sheets, Chairperson Charles Hardman K. William Bailey Ann Obrecht