

## Social Media Template – RO Recruitment – General

*Use the template below to post on your Facebook or LinkedIn profiles when recruiting returning officers in specific ridings or in regions for futures available positions.*

**Come work for Elections Canada as a returning officer for the riding(s) of (name of the riding or ridings currently hiring)!**

**You will be responsible for planning federal elections in your electoral district. Apply at <https://www.elections.ca/content.aspx?section=emp&dir=dsro&document=index&lang=e>**

**You can also submit your application for upcoming opportunities in the region of (name of the region hiring for anticipatory needs).**

**If you have great management and communication skills, YOU could be the person for the job!**

## Email Template – RO Recruitment – General

*Use the email template below for recruiting returning officers.*

**To: Insert recipient email address**

**From: Insert your name**

**Subject: Available returning officer position(s) in (riding or region)**

Hello,

We are creating a pool of qualified candidates to staff future returning officer positions vacancies in your region.

Returning officers are responsible for planning elections, managing budgets and resources, and communicating with the public and stakeholders.

Elections Canada offers:

- a competitive salary
- paid training
- a unique work experience
- the opportunity to get involved in your community and meet new people

Are you available to work as a returning officer in your community? If so, apply now at [elections.ca/jobs](https://elections.ca/jobs).

Please don't hesitate to contact me if you have any questions.

Yours sincerely,

**Insert your name**

**Insert your contact information (email and telephone number)**