Mushkegowuk Council
Attawapiskat First Nation | Kashechewan First Nation | Fort Albany First Nation | Moose Cree First Nation | Taykwa Tagamou Nation | Chapleau Cree First Nation | Missanabie Cree First Nation
Head Office – *Moose Factory*: 12 Centre Rd., P.O. Box 370, Moose Factory, ON P0L 1W0 | T: 705-658-4222 F: 705-658-4250
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CALL FOR PROPOSALS

2027 Chief Electoral Officer

Mushkegowuk Council is inviting proposals from experienced, motivated individuals interested in a term contract as **Chief Electoral Officer**. The upcoming election for the position of Grand Chief and two Deputy Grand Chiefs is tentatively scheduled in August 2027.

The duration of the contract position will last until the completion of the election process, including the protest/appeal period.

The Chief Electoral Officer will be responsible to follow and implement the Mushkegowuk Council Election Code. *Please note the 2023 Election Code may be revised and amended at the Mamowihitowin (Annual Assembly) scheduled for February 2 - 4, 2027*. Amendments under consideration include the adoption of procedures for the use of an Electronic Voting Platform.

Criteria for Chief Electoral Officer Position

- Implement all relevant aspects of the Mushkegowuk Council Election Code;
- Seek, select, train and supervise the Deputy Electoral Officers from each of the Mushkegowuk communities and urban areas;
- Advertise for, and receive nominations for the Grand Chief and Deputy Grand Chief positions;
- Confirm the willingness of all candidates to stand for office;
- Receive and verify all nominations by contacting all movers and seconders and making any other enquiries as deemed necessary to verify eligibility of candidates as per Election Procedures;
- Upon closing of the nominations, prepare and circulate a list of all confirmed candidates running for the position;
- Coordinate and verify a voter's list with each Mushkegowuk community's Deputy Electoral Officer and ensure the accurate input into the electronic voting system;
- Coordinate the arrangements for polling stations, ensure the location, dates and times of voting are advertised and well communicated; polling stations must include each Mushkegowuk First Nation as well as select urban communities;
- Plan, direct and coordinate the voting process as per approved Election procedure;
- Integrate all aspects of a new electronic voting system including assisting in the selection of a platform, being a point of contact for the vendor, developing communication and educational materials for the system and ensuring its integration with the paper balloting system;
- Communicate and post notices with time frames for the elections process;
- Prepare and ensure availability of the required forms for nominations and ballots;
- In consultation with the Mushkegowuk Council of Chiefs, deal with all matters arising during the campaign period and make any necessary rulings as per the Mushkegowuk Election Code;
- Investigate all complaints and protests that may arise;
- Oversee and coordinate the voting process, including the counting process;
- Conduct recounts as deemed necessary;
- Carry out the above in accordance with the Mushkegowuk Election Code.

COSTS

Proposals to include all costs, including service costs for Deputy Electoral Officers, to carry out the above noted responsibilities.

Please submit your proposal including **three (3) references** marked "Confidential" no later than **December 16, 2026, at 1:00pm EST** by email to:

Greg Rickard
Director of Human Resources
Mushkegowuk Council
gregrickard@mushkegowuk.ca