



Oromocto First Nation
P. O. Box 417
Oromocto, NB
E2V 2J2
(506) 357-2083
www.ofnb.com

April 8, 2025

REQUEST FOR PROPOSAL – Electoral officer for the Oromocto First Nation

Oromocto First Nation invites qualified individuals to submit proposals for services of Electoral Officer for the upcoming election of Chief and Council on August 4, 2025. This role is critical to ensuring a fair, transparent, and efficient electoral process.

Deadline for submissions is MAY 13, 2025.

The objective of this request for Proposals is to select a candidate to provide a high quality of professionalism, integrity and confidentiality as the Electoral Officer.

Requirements:

- Proven experience in First Nations election management
- Knowledge of First Nations electoral regulations and procedures
- Strong Organizational, Communication, and Technical Skills
- Ability to implement and manage secure mail-in voting system
- Commitment to impartiality and transparency.

Proposal Submissions:

Interested parties should submit a detailed proposal, including:

- A brief description of the candidate
- An overview of qualifications and relevant experience
- A proposed plan for managing the election
- Budget and Fee breakdown/budget and other expenses
- 2 References from previous First Nations Electoral roles

Proposals should be sent to:

Oromocto First Nation
ATTN: KATHERINE MILLEY, Director of Operations
PO BOX 417
Oromocto New Brunswick E2V 2J2
Katherine.milley@ofnb.com