



# SMITH COUNTY ELECTION COMMISSION

122 TURNER HIGH CIRCLE SUITE 105  
CARTHAGE, TN 37030  
615.735.8241

## Smith County Election Commission

The Smith County Election Commission is now accepting applications for an upcoming opening for the Administrator of Elections position. Contact the election office for a complete list of job requirements.

If interested, submit resume and cover letter to the Election Office no later than April 24, 2024. Resumes may be submitted by email to [vote@smithcountyelection.com](mailto:vote@smithcountyelection.com) or at 122 Turner High Circle, Suite 105, Carthage, TN 37030.

## Smith County Election Commission Special Called Meetings

The following special called meetings of the Smith County Election Commission will be held at the Election Office located at 122 Turner High Circle, Carthage, TN;

April 25, 2024 at 5:00 pm to review resumes for the Administrator of Election position.

April 27 at 9 am and April 29 and 30 at 5:00 pm for interviews.

May 1 at 5:00 pm to appoint new administrator.

**The Commission has a public comment policy which requires anyone who wishes to address the commission to make a request in person at the election office or via email or phone before the close of business on the day of the meeting and must be present five minutes before the start of the meeting to sign in. A copy of the policy, which addresses the code of conduct, is available at the election commission office. The agenda will be posted on our website no later than 48 hours before the meeting at [smithcountyelection.com](http://smithcountyelection.com).**

## Smith County Election Commission Meeting

**When:** April 25, 28, 29 2024 @ 5 pm  
April 27 @ 9 am  
May 1 @ 5 pm

**Where:** 122 Turner High Circle, Suite 105  
Carthage, TN 37030