POSITION: Enumerator for the U.S. Census Bureau [TEMPORARY POSITION]
SALARY: $18.00/Hr.
OPENING DATE: October 30, 2019

*****THIS JOB IS A TEMPORARY POSITION WITH THE U.S. CENSUS BUREAU,
NOT THE TRIBE*****

SCOPE OF WORK:
Enumerators collect census data by doing interviews door-to-door. They help the
census bureau gather information on the number of people residing in a particular Tribe,
town, state and country. Enumerators mostly work only during the census period and
within their own local area.

Enumerators will be hired and trained in January 2020 and will work until approximately
July 2020.

The Child Care Assistance Programs, Low-Income Home Energy Assistance Program
and the Temporary Assistance for Needy Families Program all disregard temporary
census income in determining eligibility. Temporary census income is also disregarded
in determining eligibility for individuals under the non-MAGI Medicaid Programs.

SUPERVISION:
Enumerators will be hired and supervised by the U.S. Census Bureau

DUTIES AND RESPONSIBILITIES:
• Visit assigned neighborhoods and knock on doors of households that have not yet
  participated in the Census
• Interview residents in assigned areas, explaining the purpose of the Census, answering
  their questions, and recording their answers
• Use smartphones provided by the Census to record information
• Maintain and submit records of hours worked, miles driven, and expenses incurred on
  the job (successful candidates hired will be paid mileage)
• Meet with supervisor to review procedures, report issues or concerns, and receive
  updated instructions
• Attend team meetings and communicate with other Census takers via phone

QUALIFICATIONS:
Candidates must be U.S. citizens 18 years or older by February 2020 and be able to
pass a federal background check. Bilingual or Native language candidates are highly
desired. Veterans may be eligible for preferential hiring.
Working as a Census taker is a valuable opportunity for workforce development. The job builds technological literacy and customer service skills, and Census takers may be eligible for displaced worker benefits after the Census ends.

NOTICE:

SELECTED CANDIDATE(S) WILL BE FORWARDED TO A FEDERAL WEBSITE FOR APPLICATION AND FOLLOW-UP AND WILL BE SUBJECT TO BACKGROUND CHECKS AND FINGERPRINTING.

No Tribal Housing is available. For questions or more information, contact Chris Vendeventer at 701.561.5510.

This position is a work-from-home position and provides mileage to selected candidate(s).