



## **Recruiting Assistant**

### **What will I do?**

Recruiting assistants serve as local representatives who get the word out about census jobs in the communities to which they are assigned. As a recruiting assistant, you are responsible for attracting people to apply for census jobs.

### **Recruiting Assistants also:**

- ✓ Promote census jobs to recruit new applicants
- ✓ Locate, set up, and run applicant employment testing sessions
- ✓ Ask community organizations to donate space for testing and training
- ✓ Review and send applicants' materials to and from the Local Census Office

### **Where and when will I work?**

Recruiting assistants work in the field, where and when needed; this means daytime, evening, and weekend hours, not exceeding 40 hours per week. In most cases, a valid driver's license and use of a vehicle are required to work as a recruiting assistant. Recruiting assistants who complete their assignments may be eligible to work in other positions in remaining operations.

