



Friends World Committee
for Consultation

SECTION OF THE AMERICAS

Comité Mundial de Consulta
de los Amigos

SECCIÓN DE LAS AMÉRICAS

Now Hiring: Quaker Census Data Collector - Remote Worker

The goal of this grant funded project is for Quakers to be accurately represented when local or national media report on religious geography and adherents, be included when sociologists of religion do research and writing, and when individuals go looking for the religious make-up of a community, Quakers will be more accurately included.

The role of the Census Data Collector is to gather data about the current Quaker presence in the United States for the 2020 US Religious Census conducted by the Association of Statisticians of American Religious Bodies.

Census takers can expect to:

- Initiate contact with Yearly/Monthly Meetings throughout the United States to collect and/or gain access to statistical data for the 2020 US Religious Census via email and telephone.
- Interview Yearly Meeting office staff and others, explaining the purpose of the Census, answering their questions, and recording their answers using web forms and spreadsheets
- Follow up with non-responders, searching for additional contacts
- Double check data to ensure accuracy
- Keep the Operations Manager informed of all progress or roadblocks
- Use Trello to track progress
- Maintain and submit records of hours worked and expenses incurred on the job
- Meet weekly with supervisor to review procedures, report issues or concerns, and receive updated instructions

Skills needed:

Persistence, time management, data entry, Phone and computer skills, basic research skills, follow up, and English competency. Familiarity with Google Suite, Donor Perfect, and Trello are pluses, and an understanding of Quaker organizational structures is a necessity.

Compensation:

This is a \$25/hr short-term contract position tied to grant funding which ends in January 2022. Candidates must be U.S. citizens 18 years or older by November 1, 2021 and be able to pass a background check. To apply, please send a resume and cover letter to jobs@fwccamericas.org

About Us:

The Friends World Committee for Consultation, founded in 1937, encourages fellowship among all the branches of the Religious Society of Friends. In the Americas, the Quaker community extends from the Arctic to the Andes, spanning a rich diversity of regional cultures, beliefs and styles of worship. FWCC Section of the Americas offers programs that unite Friends across the hemisphere through Spirit-led fellowship. For more information, visit www.fwccamericas.org.