



Red Cliff Band of Lake Superior Chippewa Indians

88455 Pike Road

Bayfield, WI 54814

Phone: 715-779-3700 Fax: 715-779-3704

Email: redcliff@redcliff-nsn.gov

Post Date: August 25, 2017 - Open for bids

Red Cliff Tribal Census Survey Takers (3)

WHO: You are needed to play a key role in Red Cliff's Tribal Census Project!
Earn up to \$15.00 per hour for contract work on a limited part-time basis, as needed.

WHAT: Conduct a highly confidential survey questionnaire in Red Cliff.

WHEN: Training scheduled for mid-September, followed by survey work through November.
Flexible work hours, as directed, and includes evening and weekend assignments.

WHERE: Visit Red Cliff households and attend tribal community events to conduct surveys.

HOW: You'll be trained to use a secured computerized survey system to gather information from community members in a respectful and culturally-appropriate manner while upholding the most strict confidentiality rules including our tribal members' right to privacy.

MINIMAL QUALIFICATIONS:

1. Must submit to, and pass, a criminal background check.
2. Must be able to communicate effectively and interact in a culturally-appropriate and respectful manner with all survey respondents.
3. Must demonstrate ability to uphold strict confidentiality rules and honor individual rights to privacy.
4. Must be able to climb stairs and walk across uneven ground to conduct home visits.
5. Must be able to demonstrate knowledge of the Red Cliff community, geography, culture and history.

PREFERRED QUALIFICATIONS:

1. Basic computer skills and willing to receive additional training in program software.
2. Prior experience in tribal data collection or survey operations, preferred.
3. Prior experience in U.S. Census survey or data collection efforts, preferred.
4. State-issued Driver's License and own vehicle with liability insurance, preferred.

HOW TO APPLY:

To be considered, submit your complete application which includes: (1) Letter of Interest, (2) Optional Bid Form (attached), and (3) one Letter of Recommendation. Applications can be emailed or delivered to the Tribal Administration office on or before the deadline of **Friday, September 15, 2017 at 4:00 p.m.**

To: Chanell Curran, Property & Procurement Officer; Red Cliff Tribal Administration Office;
88455 Pike Road; Bayfield, WI 54814 or by email: Chanell.Curran@RedCliff-nsn.gov

For more information, call Marilyn Miller, Tribal Planner: (715) 779-3700 ext. 4242.