



Information Sheet

2011 CENSUS – RECRUITMENT

The next national Census of Population and Housing will be conducted on the night of Tuesday 9 August 2011.

The Census aims to accurately measure the number of people in Australia on Census night, their key characteristics, and the dwellings in which they live.

In order to assist in the preparation and operation of the Census, the Australian Bureau of Statistics (ABS) is recruiting around 43,000 community-minded field staff all over Australia, over 8,000 of which will be in Queensland, to help us count the nation.

Census workers are vital to the success of the Census, and to their communities. We need to count every household correctly to ensure Census data is as accurate and reliable as possible. This data is used by communities, private institutions and all levels of government for planning services and facilities.

REGISTER YOUR INTEREST

If you would like to help support your community, enjoy working with people, and have time you can give, working on the Census is a great community-based activity that makes a real difference to Australia.

If you are interested in an upcoming position, either as an Area Supervisor or Collector, you can register your interest online at www.abs.gov.au/census

AVAILABLE JOB OPPORTUNITIES

Area Supervisors are responsible for selecting, training, supervising and leading a team of Collectors. Area Supervisors will be required to work from 18 April 2011 until 7 October 2011 and will be paid between \$4,300 and \$7,500 depending on their workload. Applications open 12 February 2011.

Collectors are responsible for delivering and collecting forms from all dwellings in a specified area. Collectors will be required to work from 1 July 2011 until 8 September 2011 and will be paid between \$1,100 and \$2,300 depending on their workload. Applications open 9 April 2011

Information Sheet

AREA SUPERVISORS

Area Supervisors must take responsibility for the Collectors and Special Collectors undertaking the delivery and collection of Census forms to and from all dwellings in their allocated areas. They are also responsible for liaising and reporting to the Census Management Unit (CMU).

Area Supervisors must work from home, use their own telephone for Census purposes and have the use of a vehicle which can be securely locked. Area Supervisors must provide secure storage in their home for up to 72 packs of Census material (approximately 1.6 cubic metres).

Area Supervisors need to be available for Census work from 18 April to 7 October 2011. During the peak collection and delivery phase of the Census, Area Supervisors will have to work weekdays and weekends, including evenings up to 9 pm.

Selection Criteria for Area Supervisors

Applications for Area Supervisor positions will be assessed against the following criteria:

- Australian citizen or a permanent resident of Australia, who is at least 18 years of age;
- Availability to work during the period 18 April to 07 October 2011;
- A current driver's licence, the use of a secure vehicle and a home telephone;
- The ability to train and manage staff;
- An understanding of participative management, workplace diversity and occupational health and safety issues;
- Good communication and liaison skills with the ability to apply strong interpersonal skills in potentially challenging situations;
- Organisational ability and clerical skills;
- Ability to resolve operational issues and work under pressure;
- Good knowledge of the area to be enumerated and an awareness of the potential problems;
- Ability to maintain the security and confidentiality of information collected;
- Physical ability to handle large amounts of material and negotiate difficult terrain, if required; and
- Ability to represent the Australian Bureau of Statistics in a professional manner.

Payment for Area Supervisors

- An Area Supervisor will be paid between \$4,300 and \$7,500 depending on their workload.
- Travelling, incidental and motor vehicle allowances are also applicable.

Information Sheet

COLLECTORS

Collectors must undertake delivery to, and collection of Census forms from all dwellings in their allocated area, including helping householders complete their Census forms where necessary.

Collectors must work from home, use their own telephone or mobile phone for Census purposes and have use of a vehicle which can be securely locked. Collectors must provide secure storage in their home for up to 6 packs of Census material (less than 1 cubic metre).

Collectors need to be available for Census work from 01 July to 08 September 2011. During the peak collection and delivery phase of the Census Collectors must work weekdays and weekends, including evenings up to 9 pm.

Selection Criteria for Collectors

Applications for Collector positions will be assessed against the following criteria:

- Australian citizen or a permanent resident of Australia, who is at least 18 years of age;
- Availability to work during the period 01 July to 08 September 2011;
- A current driver's licence, use of a secure vehicle and a home telephone;
- Good communication and liaison skills with the ability to apply strong Interpersonal skills in potentially challenging situations;
- Ability to read a map and perform clerical functions;
- Physical ability to walk for extended periods, negotiate stairs and difficult terrain;
- Ability to maintain the security and confidentiality of information collected; and
- Ability to represent the Australian Bureau of Statistics in a professional manner.

Payment for Collectors

- A Census Collector will earn between \$1,100 and \$2,300 depending on their workload.
- Travelling, incidental and motor vehicle allowances are also applicable.

Information Sheet

2011 CENSUS KEY DATES

Date	Event
February 2011	Census recruitment launch
12 February 2011	Area Supervisor applications open
9 April 2011	Collector applications open
18 April 2011	Area Supervisors commence
1 July 2011	Collectors commence
July 2011	National launch of the Census
28 July 2011	eCensus opens
9 August 2011	Census night
10 August – September 2011	Collection of Census forms
June 2012	First Census data release

Information Sheet

CENSUS 2011 FREQUENTLY ASKED QUESTIONS

What is the Census?

The Census aims to accurately measure the number of people in Australia, their key characteristics, and the dwellings in which they live. The Census provides a snapshot of Australia and helps define who we are.

Why is it important?

The Census underpins Australia's democracy and is crucial to communities, private institutions and all levels of government for planning services and facilities. The Census is used to determine community infrastructure needs, such as where schools, hospitals, and roads are required. Federal funding arrangements to the states and territories, including allocation of GST revenue, are also based on census information.

Does everyone count?

Everyone in Australia is counted on Census Night, regardless of how long they have been in the country, including international students. Only foreign diplomats and their families are not included.

When is the next Census?

The 16th Census of Population and Housing will take place on the night of 9 August 2011. 2011 also marks a significant milestone - 100 years of national Census taking in Australia.

Who sees my information?

No-one outside of the ABS will ever see your answers. The information you give about yourself or your family is completely private. This means that Centrelink, Housing, Community Services, the Tax Office or any other agency will not see your answers. They are not allowed to.

How is the count conducted?

From 29 July 2011 Collectors will be out in the community visiting every dwelling in Australia. Forms can be completed online with the eCensus, which is a secure, quick and easy alternative to the paper form.

After Census night, Collectors will return to collect completed forms, if they have not been completed online. Collectors will also ensure that people staying in hospitals, hotels and motels, camping or travelling through Australia on Census night are counted.

How can you help?

The Australian Bureau of Statistics (ABS) will be on the lookout for around 43,000 community-minded people all over Australia, over 8,000 of which will be in Queensland, to help us count the nation. The recruitment of good quality field staff is paramount to the success of the Census. Recruitment of District Managers is complete. Recruitment of Area Supervisors will begin in February 2011 and Census Collectors in April 2011. You can register your interest in upcoming positions at www.abs.gov.au/census



Census
100 years 1911–2011
9 August 2011

Information Sheet

ENQUIRIES

1800 420 182
Or through the ABS Website
www.abs.gov.au/census