

CENSUS 101: WHAT YOU NEED TO KNOW

The 2020 Census is closer than you think!
Here's a quick refresher of what it is and why it's essential that everyone is counted.

Everyone counts.

The census counts every person living in the U.S. once, only once, and in the right place.

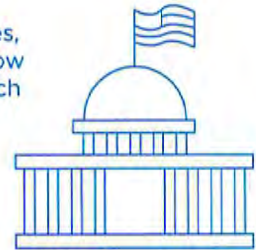


It's in the constitution.

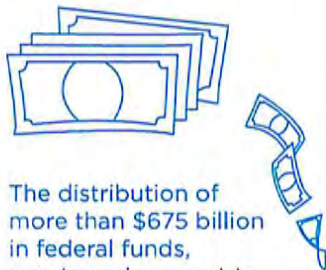
The U.S. Constitution mandates that everyone in the country be counted every 10 years. The first census was in 1790.

It's about fair representation.

Every 10 years, the results of the census are used to reapportion the House of Representatives, determining how many seats each state gets.



It's about \$675 billion.



The distribution of more than \$675 billion in federal funds, grants and support to states, counties and communities are based on census data.

That money is spent on schools, hospitals, roads, public works and other vital programs.



It's about redistricting.

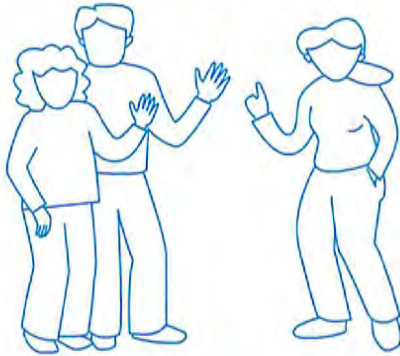
After each decade's census, state officials redraw the boundaries of the congressional and state legislative districts in their states to account for population shifts.

Taking part is your civic duty.

Completing the census is mandatory: it's a way to participate in our democracy and say "I COUNT!"



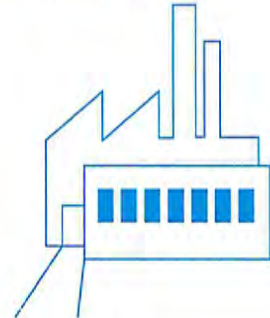
Census data are being used all around you.



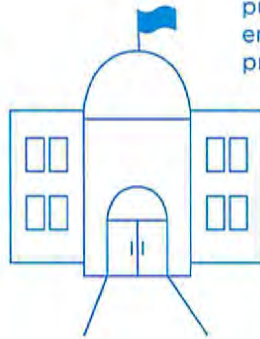
Residents use the census to support community initiatives involving legislation, quality-of-life and consumer advocacy.



Businesses use census data to decide where to build factories, offices and stores, which create jobs.



Local governments use the census for public safety and emergency preparedness.



Real estate developers use the census to build new homes and revitalize old neighborhoods.



Your privacy is protected.

It's against the law for the Census Bureau to publicly release your responses in any way that could identify you or your household.

By law, your responses cannot be used against you and can only be used to produce statistics.



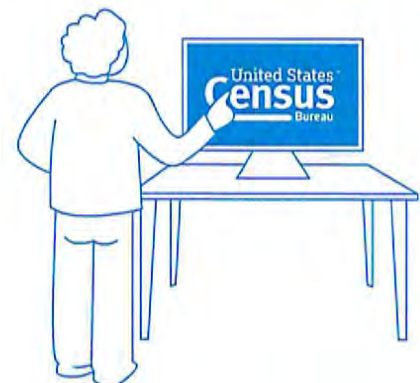
2020 will be easier than ever.

In 2020, you will be able to respond to the census online.



You can help.

You are the expert—we need your ideas on the best way to make sure everyone in your community gets counted.



Library

The 2020 Census and Confidentiality

FEBRUARY 20, 2019

The 2020 Census and Confidentiality

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics—they cannot be used against you in any way. By law, all responses to U.S. Census Bureau household and business surveys are kept completely confidential.

Respond to the 2020 Census to shape the future.

Responding to the census helps communities get the funding they need and helps businesses make data-driven decisions that grow the economy. Census data impact our daily lives, informing important decisions about funding for services and infrastructure in your community, including health care, senior centers, jobs, political representation, roads, schools, and businesses. More than \$675 billion in federal funding flows back to states and local communities each year based on census data.



Your census responses are safe and secure.

The Census Bureau is required by law to protect any personal information we collect and keep it strictly confidential. The Census Bureau can only use your answers to produce statistics. In fact, every Census Bureau employee takes an oath to protect your personal information for life. Your answers cannot be used for law enforcement purposes or to determine your personal eligibility for government benefits.

By law, your responses cannot be used against you.

By law, your census responses cannot be used against you by any government agency or court in any way—not by the Federal Bureau of Investigation (FBI), not by the Central Intelligence Agency (CIA), not by the Department of Homeland Security (DHS), and not by U.S. Immigration and Customs Enforcement (ICE). The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics.



The law is clear—no personal information can be shared.

Under Title 13 of the U.S. Code, the Census Bureau cannot release any identifiable information about individuals, households, or businesses, even to law enforcement agencies.

The law states that the information collected may only be used for statistical purposes and no other purpose.

To support historical research, Title 44 of the U.S. Code allows the National Archives and Records Administration to release census records only after 72 years.

All Census Bureau staff take a lifetime oath to protect your personal information, and any violation comes with a penalty of up to \$250,000 and/or up to 5 years in prison.

D-1254

Related Information

FACT SHEET

El Censo del 2020 y la Confidencialidad

Last Revised: April 10, 2019



Every town is an important part of the American story.

Make sure your town's story is told by responding to the 2020 Census—the count of everyone living in the United States. When you do, you'll also help your town get the most out of the American dream.

Responding Is Important for Your Community

Census responses provide data that can attract new businesses and the jobs that come with them. The data also informs where over \$675 billion in federal funding is spent each year in states and communities. That includes money for things like:

- Medicare Part B
- Special education
- Supplemental Nutrition Assistance Program
- Cooperative Extension Service
- Substance Abuse Prevention and Treatment Block Grant
- Water and waste disposal systems for rural communities

Responding Is Safe

Your personal information is kept confidential by law.

Responding Is Easy

To complete the census, answer a handful of questions online, by phone, or by mail. Choose the option that works best for you.

Every Person Counts

Whether it's funding in communities across your state or helping determine the number of seats your state will have in the U.S. House of Representatives—every count makes an equal impact.

For more information, visit:

2020CENSUS.GOV

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2020census.gov/jobs



Enumerator/Listener and Census Field Supervisor (\$21.00/hour and \$23.00/hour)

Enumerators/Listeners, also known as **census takers**, conduct research on behalf of the U.S. Census Bureau. They collect household and demographic information by canvassing assigned areas, documenting and reporting the results they find. **Census Field Supervisors** oversee the work of approximately 10-15 Enumerators.

Office Operations Supervisor (\$21.50/hour)

As an **Office Operations Supervisor**, you will be responsible for the supervision of the day-to-day activities of the office clerks who support payroll, recruiting or supply management. Also monitoring the quality of work including the status and production.

Recruiting Assistant (\$21.50/hour)

Recruiting Assistant promotes Census jobs in assigned areas and in local communities.-Assists with locating free space with access to computers to assist applicants with online application/assessment-Locates free space to hold operational training sessions-Informs supervisor of recruiting results and ongoing community relations.

Clerk (\$17.00/hour)

As a **Census Clerk**, you will perform a variety of office duties that support field activities. Clerks are vital to the successful performance of a Local Census Office.(LCO)



USAJOBS.gov

Area Census Office Manager (\$35.50/hour)

As an **Area Census Office Manager**, you will be responsible for the general supervision, administration, planning, development and successful implementation of census operations and field which include interviewing job candidates, evaluating employees and taking appropriate actions regarding hiring, promotion and reassignment

Administrative Manager (\$26.50/hour)

As an **Administrative Manager**, you will be responsible for supervising and managing the payroll, supply requests and other administrative activities. You will monitor the day-to-day selection, personnel and payroll activities while also reviewing completed work for accuracy and assuring that time schedules are met

Information Technology Manager (\$26.50/hour)

As an **Information Technology Manager**, you will be responsible for leading all office and field automation efforts, evaluating, analyzing and coordinating resources and providing technical guidance to efficiently support all ACO activities with available equipment. Also supporting managers and employees on software, hardware, and automation operations.

United States
Census
2020

Recruiting Manager (\$26.50/hour)

As a **Recruiting Manager**, you will be responsible for the management, supervision and recruitment of qualified applicants. Preparing ACO recruiting plans to ensure that staffing and hiring needs are met for all field and office positions and monitoring the applicant pool to ensure it contains sufficient numbers of qualified applicants to fill all field and office positions in all geographic areas of the ACO.

Lead Census Field Manager (\$30.50/hour)

As a **Lead Census Field Manager**, you will supervise Census Field Managers, acting as a facilitator ensuring work is evenly spread among Census Field Managers and ensuring completion of field work is done cost-effectively and in a timely manner. Ensuring quality and progress are being met by reporting and observing.

Census Field Manager (\$26.50/hour)

As a **Census Field Manager**, you would be responsible for interviewing candidates for Census Field Supervisor positions and office support clerks, also providing group and individual training, monitoring daily assignments, providing advice and guidance to staff. The main tech advisor in field operations and answering inquiries from the Area Census Office Manager and Census Field Supervisors

Area Manager (GG-13)

As an **Area Manager**, you will be responsible for approximately six Area Census Offices within the New York Region. Each of these ACOs have office employees and work at home employees. A typical Area Manager would have responsibility for 250 office employees, including managers, and 1000s of home based employees, the largest group of which is enumerators. The ACOs on Long Island, NY (Garden City and Brookhaven) and in Queens, NY (Central Queens, Northeast Queens, Northwest Queens, and South Queens) would be an example of a metro-area based assignment of six ACOs where the amount of land covered is small, but is densely populated. You could also have an area that covers large amounts of land and is more rural in nature. An example area would be Buffalo, Rochester, Syracuse, Albany, Newburgh and Peekskill, all in New York.

Partnership Specialist (GG 7/9/11/12)

As a **Partnership Specialist**, you are responsible for developing partnerships within your assigned geographic area with state, local and tribal governments, community-based organizations, faith-based groups, schools, media outlets, businesses and other grassroots entities in communities

Regional Technician (GG 7/9/11/12)

The **Regional Technician** is the RCC's "jack of all trades" and is responsible for assisting with training, recruiting, field operations and monitoring cost and progress. A regional technician in the New York region will answer technical questions and is to be trained for all phases of the census field and office operations, including training developed for both RCC and ACO management staff. Each Regional technician will be assigned an area to monitor and analyze to identify potential recruitment sources and difficult areas for enumeration.

For more information, please contact:

New York Regional Census Center Recruiting, new.york.rcc.recruiting@2020census.gov 212-882-7102