

Chester County 2020 Census Community Partnership Liaison

Duties

NOTE: This position is OPEN CONTINUOUS with an INITIAL CUT-OFF date of August 2020.

ATTENTION ALL APPLICANTS: This is a **Work-at-Home (WAH)** position working primarily in Chester County and nearby towns, cities and municipal areas in the following state. The duty station will be the selectee's home address.

To be considered, applicants **MUST RESIDE** in the following state: **South Carolina.**

Relocation will NOT be paid.

Responsibilities

This position is responsible for planning, developing, and coordinating the partnership agreements with federal, tribal, state, local government, and/or local businesses and community groups to develop specific strategies to eliminate enumeration barriers in specific regions in support of the Decennial Census.

The individual selected for this position will:

1. Plan, develop, and coordinate the partnership agreements to ensure activities all levels are carried out, resolves problems encountered, and determines the need for renegotiation.
2. Address questions, concerns and issues related to current and potential partners and stakeholders.
3. Establish partnership agreements with various agencies and departments, and/or local businesses and community groups in Chester County (i.e., board of aging, utilities, council, town councils) to develop closed synchronization in effort to reach every citizen of the county and develop specific strategies to eliminate enumeration barriers in specific regions in support of the Decennial Census.
4. Develop presentations, give briefings, conduct meetings and promote partnerships with various governments, local businesses and community groups.
5. Manage media outreach and follow-up; including social media content creation, distribution and measurement.
6. Assist recruiting team by identifying candidates and communicating positions available.
7. Manage and support census operation in Chester County to get an accurate count.
8. Assist in drafting county proclamations, press releases, and content on how important, easy and safe to respond to the Census.

The ideal candidate sought for the position of Partnership Specialist would have deep ties to and in-depth knowledge of the community in which the position is located. Ideally, they would be involved with community organizations in an effort to develop professional partnerships/connections with community leaders, professionals and centers of influence at all levels.