

# STOCKTON UNIVERSITY | WILLIAM J. HUGHES CENTER FOR PUBLIC POLICY

## Stockton Polling Institute Interviewer Job Description

- Interviewers are needed to conduct public opinion and research surveys, mainly by telephone, for the Stockton Polling Institute.
- No prior experience is required. Telephone interviewers must be able to speak clearly and audibly in English. They must be able to read survey questions exactly as written and accurately record answers on a computer. Competencies in reading and computer skills are needed. Good interpersonal skills and a strong work ethic are pluses.
- Interviewers work together but independently in a call center on the Galloway Stockton campus. This is not a telemarketing/sales or fund-raising job. The purpose of the phone interviews is to conduct research.
- The interviewers work under the direction of supervisors. All polling institute staff works for the William J. Hughes Center for Public Policy and reports to the Hughes Center's research associate.
- Interviewers must show up for work on time. They will conduct themselves professionally in phone interviews and must adhere to polling industry professional and ethical standards. Training is provided.
- This limited part-time position requires evening and weekend shifts of four hours (weeknight) to eight hours (weekend). Work schedules are irregular and are conducted over 5-6 weeks in the fall and again in the spring.
- Starting wages for this part-time Saturday-to-Friday position will be **\$13.00 an hour.** Stockton University work-study students are eligible to work at the Stockton Polling Institute.

To apply, send a resume to [Alyssa.Maurice@stockton.edu](mailto:Alyssa.Maurice@stockton.edu)