

## TEMPORARY CONTRACT POSITION - DATA COLLECTOR [INTERVIEWS]

RK&A, Inc., a museum consulting firm, is hiring data collectors for an upcoming study that will explore visitors' experiences at the National Museum of Mathematics (MoMath) in Manhattan, NYC. Data collectors will conduct interviews with visitors as they exit an exhibition. Applicants must hold or be pursuing a college degree; graduate students are preferred. All data will be collected during normal museum hours between November and December. Training will be held on a Friday or Saturday in early November. Data collectors will be paid \$20/hour, including training.

RK&A will provide training specific to the project; however, applicants should have some experience conducting in-depth interviews. Other desired characteristics are listed below:

- Applicants should be personable and outgoing. Interviewing requires speaking with participants about their thoughts and opinions of the exhibition.
- Applicants should be able to follow detailed directions. The process for conducting interviews includes specific instructions which must be followed to ensure reliability.
- Applicants should feel comfortable remaining neutral at all times. If a data collector's personal beliefs or opinions are revealed through their manner or comments, the interview will be affected and the data compromised.
- Applicants need to be excellent listeners. Interviewing requires understanding the objectives of the project and knowing when to probe visitors further with respect to these objectives.
- Applicants should be patient. In-depth interviewing requires very little talking, and interviewers need to allow visitors the time and space to respond thoughtfully to questions.
- Applicants should be dependable. The project follows a schedule based on data quotas and therefore every day of data collection is essential. It is important that data collectors show up on time when they are scheduled and call ahead of time in case of emergencies or illness.

### **How to Apply**

Please follow these instructions when submitting your application:

- **Email** your resume and cover letter to Sam Theriault at [theriault@rka-learnwithus.com](mailto:theriault@rka-learnwithus.com) with *MoMath – Interview Data Collector* in the subject line of the email.
- **Cover letter** should be included in the body of the email. Please note 1) your availability on Fridays and Saturdays in early November to participate in a training, and 2) availability for data collection in November and December including weekdays and weekends.
- **Resume** should be attached to the email as a Word or PDF document. Please name the file with your last name and then "resume" (e.g., Smith\_resume).