GROWING UP IN IRELAND

– becoming part of the interviewer panel for the 5-year cohort.

What is Growing Up in Ireland?

Growing Up in Ireland is a national study of children. It is the most significant and exciting study of its kind ever to have been carried out in Ireland. The purpose of the study is to help us improve our understanding of all aspects of children and their development.

The study follows the progress of two groups of children over time. The first is a group of children whose families were interviewed when the children were 9 months old, they were then re-interviewed when their child was 3 years of age and will be re-interviewed again when the children are 5 years of age. The second is a group of children who (with their families) were interviewed when they were 9 years old and were re-interviewed at 13 years of age. This work principally involves administering in-depth interviews to families in question and administering simple developmental and related tests to the children.

Growing Up in Ireland is funded by the Department of Children and Youth Affairs, through the Department of Children and Youth Affairs, in association with the Department of Social Protection and the Central Statistics Office. Growing Up in Ireland is being carried out by a group of researchers led by the ESRI and Trinity College Dublin.

What does becoming part of the fieldwork panel for the 5-year cohort mean?

The research team is now looking to augment their existing panel of interviewers to work on the 5-year cohort. We are particularly interested in applications from candidates who are located within a short distance of the following areas:

- Ennis, Co Clare
- Galway City
- Mullingar, Co Westmeath
- Navan, Co Meath
- Birr and Tullamore, Co Offaly
- Cashel and Tipperary Town, Co Tipperary
- Waterford City
- North County Dublin (Rush, Lusk, Ballbriggan)

Selected applicants will be invited to attend an information day and interview in Dublin. Following that, successful applicants will be invited to attend a 4 day training session in February 2013. Only after successful training and assessment will applicants be placed on the interviewer panel. Being placed on the panel will not confer any rights to work being allocated to you for the 5-year phase of the project. The fieldwork for the 5-year phase of the project will run from March 2013 – August 2013.
After each training session candidates will be assessed on their suitability for the work. Being invited to attend the training or, indeed, attending and completing the training itself does not guarantee that any work will be assigned to a member of the interviewer panel.

**The geographical location of candidates will be a factor in the selection of interviewers.**

**Summary of selection process:**

1. Complete and submit application form by email to GUI.jobs@esri.ie.
2. Complete and sign the garda vetting form and return by post to Claire Delaney, Growing Up in Ireland, ESRI, Whitaker Square, Sir John Rogerson’s Quay, Dublin 2.
3. Application forms are screened and selected candidates will be invited to an Information Day and interview.
4. Following the Information Day and interview successful candidates will be invited to training and assessment in February 2013.
5. Following training and assessment successful candidates will be placed on the interviewer panel.

**What part do the fieldworkers play?**

Interviewers are integral to the success of the project as they collect the survey data on which research is based.

**Anything else?**

The *Growing Up in Ireland* interviewers are the main point of contact between the research team and the participant families. This means that the interviewer has a vital role to play in ensuring that the *Growing Up in Ireland* project is a positive and enjoyable experience for those taking part.

As well as the technical requirements of operating the computer and administering the questionnaires in the required fashion, all interviewers must be prepared to follow strict guidelines as to how the research team expects interviewers to conduct themselves while in the field. Among other things this includes:

- Punctuality
- Professionalism
- Personal presentation
- Knowledge of the study and efficiency in conducting the fieldwork
- Positive attitude toward the study
- Respect for all respondents and others with whom you come in contact in the course of working for us.

**Times of Work**

Interviewers need to be flexible about the times and days when they are willing to work as it will be necessary to carry out interviews at a time convenient to the families taking part in the *Growing Up in Ireland* study e.g. in the evenings and at weekends. Almost all of this work is carried out in the evenings and/or at weekends.
What does the training involve?
Full training will be provided by the *Growing Up in Ireland* team for the 5-year phase of the project. This will take place over 4-5 days in Dublin (these are not consecutive). In training applicants will:

- learn all about the study and how it works
- be taken through each of the questionnaires to be administered in the households
- be given full training in the use of the laptop computer and other procedures used in administering the survey.

Assessment
When the training has been completed each applicant will be assessed as to their suitability for the work. Interviewers will be assessed following training on the criteria below:

- Understanding of the interview process and procedure
- Competence with the laptop
- Communications and interpersonal skills
- Attendance at training – punctuality and presence throughout full training session

It is important to note that being invited to train or, indeed, completing the training session, does not automatically entitle you to work as an interviewer on either of these phases of the study.

Fees
Fees are paid at a standard rate for interviewing work. A fee per completed questionnaire is paid along with expenses (mileage, telephone and postage costs).

What do I need to become an Interviewer?

**Qualifications:** Selected interviewers should be educated to Leaving Certificate standard and have excellent interpersonal skills. Fluency in English is essential. Experience in conducting questionnaire survey interviews on a face-to-face basis (particularly using a laptop computer for recording responses) is an advantage.

**Transport:** Selected interviewers must use their own private transport. You must have a valid driving license and current insurance cover. Your motor insurance policy must include Class 2 or Business Cover, with an indemnity to the ESRI

**Telephone:** Data from completed interviews are transferred to the ESRI via landlines. Selected interviewers must have access to a phoneline.

**Computer skills:** Most of the interviewing for this project is conducted using a laptop computer. The questionnaire appears on the screen of the laptop and responses are entered directly onto the computer by the interviewer. Full training is provided in the use of the laptop computer but previous experience with a computer is a major advantage.
**Garda Vetting:** Before being allowed into the field all interviewers are security vetted by the ESRI with An Garda Síochána. All interviewers must be successfully vetted by the Garda before carrying out any interviewing work on the *Growing Up in Ireland* project.

**Confidentiality:** *Growing Up in Ireland* is being carried out with the full support of the Central Statistics Office (CSO) and operates under the Statistics Act (1993). This is the same legislation as is used, for example, to carry out the Census of Population.

All interviewers working on the *Growing Up in Ireland* project will be asked to sign a form for the CSO appointing them as an ‘Officer of Statistics’ for the purposes of the project.

This means that all interviewers working on the project are bound by a confidentiality agreement – in the same way as they would be if they were carrying out the Census of Population.