

NASDA-NASS Strategic Plan
Frequently Asked Questions (FAQ)
July 26, 2024

Salary/Compensation

1. **Am I going to keep my pay and hours?**
 - **Answer:** No one will be paid less and many will be paid more when transitioning to the new pay scale. Hours, like always, will be determined on survey work.
2. **How will raises be determined now that the automatic COLA is gone?**
 - **Answer:** Raises will be based on the quality of work done and the feedback provided by Coaches, which may include efficiency reports and insight into the producers assigned to the enumerator. Annual Evaluations performed by the Manager with input from Coaches will be the most important criteria for raises.

Staffing and Hiring

1. **How do I apply for the new positions?**
 - **Answer:** On the NASDA.org page under Careers. [Click here.](#)
2. **What happens if there aren't enough people applying for manager or coach positions?**
 - **Answer:** We are optimistic that we will have adequate internal applicants. If not, we will enhance external recruitment efforts.
3. **Who is reviewing applications/interviewing the new positions?**
 - **Answer:** NASDA HQ will be reviewing applications and conducting interviews. NASS staff may be listed as references.
4. **Is a resume required even if an enumerator has been working for NASDA for a long time?**
 - **Answer:** Yes, a simple resume is required to apply for any NASDA position.
5. **Will this be in-house hiring or will it be open to the public?**
 - **Answer:** Priority will be given to current employees, but the positions are also open to external candidates.
6. **Can I apply even though I live outside the two pilot regions?**
 - **Answer:** No.
7. **On average, how many hours per week are the part-time positions? Are they intermittent?**

- **Answer:** Enumerators will continue to work on a part-time, intermittent basis as you currently do and hours will vary by survey. Managers, Trainers, and Coaches will likely work hours like those worked by supervisors at this time.
8. **What will a Trainer do?**
 - **Answer:** The Trainer will primarily support IT training and ongoing support for systems (iSolved, CAPI, etc.).
 9. **Who is in charge of hiring moving forward, including required iSolved information?**
 - **Answer:** Manager.
 10. **How will interviewing be done by manager? In-person? How much input will the coach have?**
 - **Answer:** Managers will interview new hires either in-person, by phone, or both at their discretion and in collaboration with coaches.

Timesheets and Reimbursements

1. **Who will be reviewing my timesheet?**
 - **Answer:** Manager.
2. **How will reimbursements work?**
 - **Answer:** You will continue to claim and submit any expense reimbursements on your timesheet as you currently do.
3. **Is the 375-hour limit still in effect?**
 - **Answer:** Yes.

Communication and Support

1. **Who do I call if I don't understand how to complete a portion of the survey?**
 - **Answer:** Coach.
2. **Who do I contact if I'm locked out of iPad, CAPI, iSolved?**
 - **Answer:** Trainer.
3. **Who do I contact for ID badges?**
 - **Answer:** Manager.
4. **Who do I call for more UPS labels?**
 - **Answer:** Manager.
5. **Who do I call if I have questions about the strategic plan?**
 - **Answer:** NASDA Directors.

6. **Will enumerators have any interaction with regional staff in the future?**

- **Answer:** Yes, however, the scope and frequency will change over time. As the new NASDA staff increase their knowledge and ability, they will be able to address many questions and concerns internally.

Data Collection

1. **Will managers and trainers conduct surveys?**

- **Answer:** Managers and Trainers will not conduct surveys.

2. **Will coaches conduct surveys?**

- **Answer:** Coaches will continue to work on surveys and conduct fieldwork.

3. **Will I get to keep my territory/counties/farmers?**

- **Answer:** You will remain with operators you have created a relationship with, but territories can always be modified based on your location vs. other enumerators.

Training

1. **Will there be in-person training schools?**

- **Answer:** Yes.

2. **Will NASS office staff still be involved in training schools?**

- **Answer:** Yes, as advisors/subject matter experts.

3. **Who will go out in the field with new enumerators as they are getting started?**

- **Answer:** Coaches will support new enumerators in the field.

4. **Who will be training me?**

- **Answer:** NASDA and NASS staff will work together during the transition period to train new positions and enumerators. Overall training will be delivered by Associate Director, Managers, Coaches, special guests, and for some specific survey topics, NASS staff. NASDA will develop the training curriculum for NASDA employees and will be responsible for administering that curriculum.

5. **Who will NASS work with for survey training?**

- **Answer:** Associate Director.

6. **Can trainings be scheduled a year in advance?**

- **Answer:** The Associate Director will manage trainings and will likely plan trainings further in advance.

Strategic Plan Implementation

1. **Who do I call if I have questions about the strategic plan?**

- **Answer:** NASDA Directors.

2. **Will enumerators have any interaction with regional staff in the future?**
 - **Answer:** Yes, however, the scope and frequency will change over time. As the new NASDA staff increase their knowledge and ability, they will be able to address many questions and concerns internally.
3. **When will these changes happen?**
 - **Answer:** New positions should be selected by Oct 1 for UMR and NPR. Official transition will be by Jan 1, 2025.
4. **For the new positions, how will they work together to help enumerators?**
 - **Answer:** Everyone will work as a team and support each other. Associate Director oversees staffing and payroll; Trainers provide IT/training support; Managers handle HR tasks and will support coaches and enumerators. Coaches will provide survey support to enumerators.
5. **Will states/regions still matter? i.e., Will enumerators work across borders?**
 - **Answer:** NASDA will focus on location over state boundaries. An enumerator that lives near a state border could work in both states.
6. **Which positions are full-time/part-time?**
 - **Answer:** Manager, Trainer, Coach, and Enumerator are part-time. The Associate Director is full-time.
7. **How will managers, trainers, coaches' work schedule look? How to ensure coverage?**
 - **Answer:** Generally flexible schedule, but we will consider adjusting based on need/feedback during the pilot, including "on-call" support.
8. **How can we address potential respondent concerns about potentially losing their long-time trusted supervisor/enumerator?**
 - **Answer:** Enumerators will generally cover the same geographic area and respondents, but if changes occur, we will ensure a smooth transition, provide training to the new enumerator, and continue to provide the same level of support that respondents expect.

General

1. **Will I still be asked to help staff booths at farm shows and participate in commodity group meetings?**
 - **Answer:** Yes, these opportunities may increase as collaboration and partnerships increase across state departments of agriculture and other organizations.