

# POINT-IN-TIME COUNT SURVEYOR ROLE & RESPONSIBILITIES

## EXPECTATIONS OF ALL SURVEYORS

- Have Counting Us setup on Mobile Device
- Attend PIT Count Training
- Always ask for consent to conduct a PIT Count Survey
- Be friendly and respect people's time and their space
- Be conversational with people you're interviewing
- DO NOT take pictures of or with people you are interviewing
- Ask questions as written and record the answer as given
- Remember a person can refuse to answer any question
- Do not offer anything you cannot or should not provide

### BEFORE COUNT DAY

- Register As a Volunteer
- Download Counting Us Mobile App
- Log into Counting Us & Set/Reset Your Password
- Attend Local Training on Conducting PIT Count Surveys
- Practice Using Counting Us



### PIT COUNT DAY

- Arrive to Meetup Location At YOUR ASSIGNED TIME
- Gather Supplies & Incentive Items
- Log into Counting Us & Ensure App is Working as Expected
- Go to Assigned Location(s) to Locate & Interview People Experiencing Homelessness
- Use Counting Us to Collect Data
- Provide Incentive Item(s) to People Experiencing Homelessness upon Completion of Survey
- Return Unused Supplies and/or Incentive Items to Team Lead
- Submit Any Surveys in Draft Folder

### AFTER THE COUNT

- Respond to Any Clarification Questions Related to Data Collected
- Respond to Feedback Survey About Your PIT Count Experience

