**FIERE Training Needs Analysis Survey**

Name of organisation:  

Location of organisation:  

What is the business/activity of the organisation?  

What type of organisation is it? (tick one)
- Public Sector (such as local/regional authority, education, health services, state owned enterprise support agency, chamber of Commerce)
- Voluntary (such as sports club, lobby group, social club)
- Community enterprise
- Private Sector (such as for profit and not-for-profit business)

Name of person completing this survey (optional):  

Role in organisation:  

How long are you in this role in the organisation: ___  

How long are you working in the organisation: ________  

Gender: Male or Female  

Age (select one of the following ranges):
- 20-30
- 30-40
- 40-50
- 50-60
- 60-Plus  

Highest Level of Education Attainment (select one)
- Primary level
- Secondary Level
- Tertiary level
- Degree
- Post-Graduate
- PhD
- Other certified qualification
Section 1: Background information

Q.1 Have you personally ever setup/started:

Your own business
Club
Society
Voluntary group
Interest group
Lobby group
Other entity

Q.2 In your current organisation, have you ever initiated/improved (please tick all that are appropriate):

Goals
Products
Services
Processes
Procedures

Q.3 Does your organisation encourage employees to look for new opportunities or business, and/or improve your organisation’s processes and procedures?

Yes/No

Q.4 Does your organisation empower employees to make their own decisions when they can?

Yes/No

Q.5 In your opinion do employees need to be creative/innovative when providing products/services to clients/customers? Yes/No
Part 2: Training Needs and Skills Needs Analysis

Q.6 Does your organisation require you to be:

- Resourceful  Yes/No
- Resilient  Yes/No
- Opened-minded  Yes/No
- Analytical  Yes/No
- Self-Confident  Yes/No
- Self-Starter/ Proactive  Yes/No
- Creative/ Innovative  Yes/No
- Decisive  Yes/No
- Results driven  Yes/No
- A leader  Yes/No
- A manager  Yes/No
- A decision maker  Yes/No
- Passionate about your work  Yes/No

Q.7 In your opinion, to perform your role in your organisation do you need to be:

- Resourceful  Yes/No
- Resilient  Yes/No
- Opened-minded  Yes/No
- Analytical  Yes/No
- Self-Confident  Yes/No
- Self-Starter/ Proactive  Yes/No
Creative/ Innovative | Yes/No
Decisive | Yes/No
Results driven | Yes/No
A leader | Yes/No
A manager | Yes/No
A decision maker | Yes/No
Passionate about your work | Yes/No

Q.8 In your opinion how important are the following skills in your organisation?

**Self-Efficacy**

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**Creativity and innovation**

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**Being proactive**

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**Goal Seeking**

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**Critical Thinking**

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Analytical thinking

Very important | Important | Neutral | Of little importance | Not important at all

Problem solving

Very important | Important | Neutral | Of little importance | Not important at all

Leadership

Very important | Important | Neutral | Of little importance | Not important at all

Persistence

Very important | Important | Neutral | Of little importance | Not important at all

Project Management

Very important | Important | Neutral | Of little importance | Not important at all

Employee resourcefulness

Very important | Important | Neutral | Of little importance | Not important at all
Q.9 In your opinion, in order to improve the efficiency and effectiveness of your organisation’s offering/delivery to its clients how important is it that employees/volunteers are trained in:

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FIERE Project
Work Package 2 Training Needs Analysis - Survey
www.fiereproject.eu

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Q.10 If these skills were packaged into one training programme would it benefit your organisation?  Yes/No

Why this response?  __________________________________________________________

Q.11 In your opinion should such a training programme be accredited by an approved education organisation?  Yes/No

Why this response?  __________________________________________________________
Q.12 In your opinion how should this type of training programme be delivered?

A series of workshops (for example over an 8 week period)

On line

Blended learning

Face-to-face lectures

Other

If other, please make suggestions:______________________________

Thank You for taking the time to complete this questionnaire