

DV EAST ACCREDITATION COORDINATION & POLICY DEVELOPMENT PROJECT

TRAINING NEEDS ANALYSIS

Board/COM Questionnaire

1. What do you think are the key skills that you need to do your job as a governance member?

- | | |
|---|--|
| <input type="checkbox"/> Service development | <input type="checkbox"/> Administration, finance, budget, IT |
| <input type="checkbox"/> Team leadership and development | <input type="checkbox"/> Monitoring and Evaluation |
| <input type="checkbox"/> Strategic planning and training | <input type="checkbox"/> Policy development |
| <input type="checkbox"/> Reporting and accountability systems | <input type="checkbox"/> Collaboration and partnerships |
| <input type="checkbox"/> Governance and decision making | <input type="checkbox"/> Community development/ education |
| <input type="checkbox"/> Research and development | <input type="checkbox"/> Community capacity building |
| <input type="checkbox"/> Organisational leadership | <input type="checkbox"/> Submission, tender writing |
| <input type="checkbox"/> Networking and liaison | <input type="checkbox"/> Policy contribution/awareness |
| <input type="checkbox"/> Occupational health and safety | <input type="checkbox"/> Standards and quality improvement |
| <input type="checkbox"/> Service marketing and promotion | <input type="checkbox"/> Management |
| <input type="checkbox"/> Legal issues | <input type="checkbox"/> Specialist DV knowledge |

Other...

2. What type of training and/or experience have you had in governance for community organisations?

3. What type of training do you think is needed for governance members in your organisation?

4. What is the one area of training that would benefit you the most in your governance position? (Please tick one)

- | | |
|---|--|
| <input type="checkbox"/> Service development | <input type="checkbox"/> Administration, finance, budget, IT |
| <input type="checkbox"/> Team leadership and development | <input type="checkbox"/> Monitoring and Evaluation |
| <input type="checkbox"/> Strategic planning and training | <input type="checkbox"/> Policy development |
| <input type="checkbox"/> Reporting and accountability systems | <input type="checkbox"/> Collaboration and partnerships |
| <input type="checkbox"/> Governance and decision making | <input type="checkbox"/> Community development/ education |
| <input type="checkbox"/> Research and development | <input type="checkbox"/> Community capacity building |
| <input type="checkbox"/> Organisational leadership | <input type="checkbox"/> Submission, tender writing |
| <input type="checkbox"/> Networking and liaison | <input type="checkbox"/> Policy contribution/awareness |
| <input type="checkbox"/> Occupational health and safety | <input type="checkbox"/> Standards and quality improvement |
| <input type="checkbox"/> Service marketing and promotion | <input type="checkbox"/> Management |
| <input type="checkbox"/> Legal issues | <input type="checkbox"/> Specialist DV knowledge |

Other...

5. What are the 3 most important aspects of a training program for governance members? (*Please prioritise 1→3*)

- | | |
|---|---|
| <input type="checkbox"/> Content (topics covered) | <input type="checkbox"/> Mode of learning |
| <input type="checkbox"/> Time/length of the course | <input type="checkbox"/> Presentation (e.g. trainers) |
| <input type="checkbox"/> Whether course is accredited | <input type="checkbox"/> Travel time |

Other...

6. What are the barriers/challenges the organisation faces in providing training to governance members?

- | | |
|--|---|
| <input type="checkbox"/> Time constraints | <input type="checkbox"/> Financial resources |
| <input type="checkbox"/> Lack of commitment | <input type="checkbox"/> Travel/Geographic distance |
| <input type="checkbox"/> Inappropriately pitched (i.e. level of challenge) | |

Other...

7. What would be your 3 main training priorities? (Please prioritise 1→3)

- | | |
|---|--|
| <input type="checkbox"/> Service development | <input type="checkbox"/> Administration, finance, budget, IT |
| <input type="checkbox"/> Team leadership and development | <input type="checkbox"/> Monitoring and Evaluation |
| <input type="checkbox"/> Strategic planning and training | <input type="checkbox"/> Policy development |
| <input type="checkbox"/> Reporting and accountability systems | <input type="checkbox"/> Collaboration and partnerships |
| <input type="checkbox"/> Governance and decision making | <input type="checkbox"/> Community development/ education |
| <input type="checkbox"/> Research and development | <input type="checkbox"/> Community capacity building |
| <input type="checkbox"/> Organisational leadership | <input type="checkbox"/> Submission, tender writing |
| <input type="checkbox"/> Networking and liaison | <input type="checkbox"/> Policy contribution/awareness |
| <input type="checkbox"/> Occupational health and safety | <input type="checkbox"/> Standards and quality improvement |
| <input type="checkbox"/> Service marketing and promotion | <input type="checkbox"/> Management |
| <input type="checkbox"/> Legal issues | <input type="checkbox"/> Specialist DV knowledge |

Other...

8. What are the 3 types of training approaches that would most benefit you in your role? (*Please prioritise 1→3*)

- | | |
|---|--|
| <input type="checkbox"/> External mentoring/coaching | <input type="checkbox"/> Peer learning groups |
| <input type="checkbox"/> External short course (i.e. ½, 1 or 2 days) | <input type="checkbox"/> On-line computer training |
| <input type="checkbox"/> External extended course (i.e. weeks/months) | <input type="checkbox"/> In-house training |
| <input type="checkbox"/> Extended formal study | |

Other...

9. What do you think are the key skills that your Manager needs to do their job properly?

- | | |
|---|--|
| <input type="checkbox"/> Service development | <input type="checkbox"/> Administration, finance, budget, IT |
| <input type="checkbox"/> Team leadership and development | <input type="checkbox"/> Monitoring Evaluation |
| <input type="checkbox"/> Strategic planning and training | <input type="checkbox"/> Policy development |
| <input type="checkbox"/> Reporting and accountability systems | <input type="checkbox"/> Collaboration and partnerships |
| <input type="checkbox"/> Governance and decision making | <input type="checkbox"/> Community development/ education |
| <input type="checkbox"/> Case management/planning | <input type="checkbox"/> Community capacity building |
| <input type="checkbox"/> Organisational leadership | <input type="checkbox"/> Submission, tender writing |
| <input type="checkbox"/> Networking and liaison | <input type="checkbox"/> Working with Boards/Committees |
| <input type="checkbox"/> Occupational health and safety | <input type="checkbox"/> Standards and quality improvement |
| <input type="checkbox"/> Project management | <input type="checkbox"/> Management |
| <input type="checkbox"/> Report writing | <input type="checkbox"/> Legal issues |
| <input type="checkbox"/> Program planning | <input type="checkbox"/> Counselling |
| <input type="checkbox"/> Research and development | <input type="checkbox"/> Grievance/conflict management |
| <input type="checkbox"/> Service marketing and promotion | <input type="checkbox"/> Policy contribution/awareness |
| <input type="checkbox"/> Manager values and professional role | <input type="checkbox"/> Staff supervision, performance appraisals |
| <input type="checkbox"/> Other... | |
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10. What are the barriers/challenges your organisation faces in providing training to your Manager?

- | | |
|---|---|
| <input type="checkbox"/> Time constraints because of work overload | <input type="checkbox"/> Geographic distance |
| <input type="checkbox"/> Lack of low cost/affordable training | <input type="checkbox"/> Lack of relevant courses (not challenging) |
| <input type="checkbox"/> Lack of resources to put towards training costs and expenses | |
| <input type="checkbox"/> Other... | |
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