

Workplace Climate Survey

One layer of organizational assessment

Instructions

Workplace climate refers to the environment where you work. In your organization, the structures like policies, the physical space and materials, as well as the organizational personnel reporting hierarchy contribute to the climate. Also, the interpersonal dynamics among staff with their supervisors and staff with their peers impact the climate.

In the questions below, you will find five areas to respond to: basic questions about your demographics; safety in your org; trust among your colleagues; the state of conflict resolution in your org; and support for meeting goals.

Warning

This survey is designed to support confidentiality. That is, depending on the size or composition of your org, there may be ways to accidentally identify who you are. Therefore, questions are worded in ways to protect your identity; choose wisely.

Basic Questions

1. Which type of staff member are you? (Confidentiality: If you are one of three volunteers, you may want to avoid choosing so.)

- Full-time employee
- Part-time employee
- Unpaid volunteer
- Stipend intern or volunteer
- Prefer not to indicate role/status

2. How long have you been in the organization? (Confidentiality: If you are one of three persons at the org for 2-yrs or more, you may want to avoid choosing so.)

- Under 6-mos
- 6-mos to 11-mos
- 1-yr to 2-yrs
- 2-yrs or more
- Prefer not to indicate role/status

3. How do you identify yourself? (Choose all that apply.) (Confidentiality: If you are one of three females, you may want to avoid choosing your gender/sex.)

- Non-conforming/non-binary gender/sex
- Female
- Male
- Prefer not to indicate gender/sex

- Person of Color
- White
- Mixed race
- Prefer not to indicate race/culture label

- 18 to 22-yrs
- 23 to 28-yrs
- 29 to 34-yrs
- 35 to 40-yrs
- 41 to 49-yrs
- 50+ yrs
- Prefer not to indicate age

Safety

4. Do you give feedback, ideas, and/or opinions to your supervisor?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

5. "I feel comfortable with giving feedback, ideas, and/or opinions to my supervisor." (Please indicate your agreement/disagreement with the statement.)

1	3	5	7	10
Do not agree	Minimally Agree	Somewhat Agree	Mostly Agree	Fully Agree

6. What happens after you share feedback, ideas, and/or opinions with your supervisor? (Choose all that apply.)

- Verbal appreciation
- Actions taken that reflect the feedback, ideas, and/or opinions
- Direct or indirect shaming
- Nothing happens/no actions taken
- Follow-up conversation happens
- Other: _____

7. Do you give feedback, ideas, and/or opinions to your peers?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

8. "I feel comfortable with giving feedback, ideas, and/or opinions to my peers." (Please indicate your agreement/disagreement with the statement.)

1	3	5	7	10
Do not agree	Minimally Agree	Somewhat Agree	Mostly Agree	Fully Agree

9. What happens after you share feedback, ideas, and/or opinions with your peers? (Choose all that apply.)

- Verbal appreciation

- Actions taken that reflect the feedback, ideas, and/or opinions
- Direct or indirect shaming
- Nothing happens/no actions taken
- Follow-up conversation happens
- Other: _____

10. Are you physically safe and free of unwanted physical and verbal harassment in your organization (e.g. in the parking lot, office space, restrooms, etc.)

- Yes, always
- Sometimes and/or in some spaces
- No

Trust

11. Do you trust your direct supervisor to have the needed knowledge, skills, and/or willingness to support you?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

12. Do you trust the majority of your peers to have the needed knowledge, skills, and/or willingness to collaborate with you?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

13. Are you trusted by your supervisor(s) to have the needed knowledge, skills, and/or willingness to fulfill your role?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

14. Are you trusted by the majority of your peers to have the needed knowledge, skills, and/or willingness to collaborate with you?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

15. What else is important to understand about trust in your org?

Conflict Resolution

16. Does your organization have an official process or policy for reporting grievances, concerns, etc.?

- Yes, I know that it does
- No, I know that it does not
- I don't know because I haven't seen it or can't find it

17. Whether or not your org has an official process or policy, how do you report grievances, concerns, etc.? (Choose all that apply.)

- I use the official process or policy
- I speak with a trusted supervisor to get advice (whether or not my direct supervisor)
- I speak with a trusted peer to get advice
- I speak with trusted persons outside of my org to get advice
- I speak with the Board of Directors
- I do not report grievances, concerns, etc.
- Other: _____

18. Do you have recommendations for improving the process or policy for conflict resolution in your org?

Accomplishments

19. Do you set job-specific/role-specific goals with your supervisor?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

20. "I receive the needed support to accomplish my job-specific/role-specific goals." (Please indicate your agreement/disagreement with the statement.)

1	3	5	7	10
Do not agree	Minimally Agree	Somewhat Agree	Mostly Agree	Fully Agree

21. Do you set personal goals with your supervisor (may or may not be directly relevant to your job/role)?

- Yes, rarely
- Yes, sometimes
- Yes, most of the time
- No

22. "I receive the needed support to accomplish my personal goals." (Please indicate your agreement/disagreement with the statement.)

1	3	5	7	10
Do not agree	Minimally Agree	Somewhat Agree	Mostly Agree	Fully Agree

23. Is there anything else that should be understood about the workplace climate at your org?
