

Proposed 2023 R/PPR Employee Satisfaction Survey Questions

Instructions

Welcome to the FY2023 R/PPR Employee Satisfaction survey. Our goal is to learn more about the thoughts and needs of those in the community. Knowledge gained from this exercise will be shared with leadership, providing information that can support the creation of a positive work environment that best supports its members.

This survey will be open until _____. It will take about 10 minutes to complete. All responses will remain anonymous, with expanded response comments being used to better frame some of the multiple choice questions. Thank you for taking time to participate.

If you have any questions or concerns, please contact REU@state.gov

Background Information Questions - All Respondents

1. In total, how many years have you worked for the Department of State (either as a full time employee or contractor)?

- 0-1 year
- 2-5 years
- 6-10 years
- 11-15 years
- >15 years

2. In total, how many years have you worked in R/PPR?

- 0-1 year
- 2-3 years
- 4-5 years
- >5 years

3. I am

- Foreign Service
- a Civil Service Employee
- a Contractor
- an Eligible Family Member
- Other
- Prefer not to respond

4. I am a R/PPR Unit lead (e.g., REU, NMAD, etc.) or above (i.e., member of the Exec senior management team).

- Yes
- No
- IDK

5. I currently serve in the:

- Budget Unit

- Chief Technology Officer's Unit
- Executive Staff
- Expo Unit
- National Museum of American Diplomacy
- Organizational Learning Unit
- Outreach and Communications Unit
- Policy Planning Unit
- Professional Development Unit
- Research and Evaluation Unit
- Other, please specify
- Prefer not to answer

Unit Information - Staff Level

6. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree | NA]:
- I have confidence in my unit chief's ability to lead.
 - My unit chief clearly communicates R/PPR strategic priorities that should guide my work.
 - My supervisor provides me with constructive suggestions to improve my job performance.
 - In my work unit, steps are taken to deal with a poor performer who cannot or will not improve.
 - My unit has a clearly defined mission.

7. I define R/PPR's mission as:

8. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree | NA]:
- My unit consistently stores its work products in a place that is accessible to staff from other R/PPR units
 - I am able to easily find work products from other R/PPR units.
 - My unit employs effective knowledge management practices to prevent work loss due to employee absences or departures

Engagement - All respondents

9. How satisfied are you with R/PPR as a place to work?
- Very dissatisfied
 - Dissatisfied
 - Neither dissatisfied nor satisfied
 - Satisfied
 - Very satisfied

10. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree | NA]:
- I have confidence in R/PPR executive leadership (Managing Director level and

above).

- The process for making important decisions in R/PPR is clear to me.
- In R/PPR, I feel I have adequate input into the decisions that affect me and my work.
- R/PPR has a clearly defined mission.
- I understand the mission / objectives / work of the other R/PPR units.

11. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree | NA]:

- I know what is expected of me at work.
- I have the materials and equipment needed to perform my job effectively.
- The value of my work in R/PPR is appreciated.
- Someone at work seems to care about me as a person.
- There is someone at work who encourages my development.
- At work, my opinions seem to count.
- I feel like the work I do is connected to R/PPR's mission.
- My fellow employees are committed to doing quality work.
- I have developed personal friendships with work colleagues.
- In the last six months, someone at work has given me constructive feedback about my performance.
- This last year, I have had opportunities at work to learn and grow.

12. I have the necessary skills and knowledge to do my work.

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly agree
- IDK

13. What skills or knowledge would help you do your work better?

DISPLAY LOGIC: If response to Q10 is "Disagree or Strongly disagree"

Employee Experiences and Workplace Culture - All respondents

14. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree | IDK]:

- My talents are used well within R/PPR.
- R/PPR Executive Leadership promotes communication among different work units (for example, about projects, goals, needed resources).
- I am able to collaborate effectively with relevant staff in other units on projects.
- My contribution to R/PPR's mission is appreciated regardless of my employment type/hiring mechanism (i.e., FSO, CSO, contractor, etc.).

15. Please indicate the degree to which you disagree or agree with the following statements [Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly Agree | IDK]:

- R/PPR is a diverse place to work, its employees come from backgrounds that are appropriately reflective of American society.
- In R/PPR, individuals and groups from different cultural backgrounds respect one another.
- R/PPR employees can express diversity and inclusion concerns to leadership without fear.
- R/PPR highlights and endorses workplace flexibilities that support diversity and inclusion.
- R/PPR employees have the same opportunities to advance their career regardless of their personal characteristics (e.g. age, race, sexuality, socio-economic status, physical characteristics).

Leadership - Staff level

16. My supervisor consistently demonstrates support for diversity and inclusion.

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly agree
- IDK

NOTE: Display logic: If “no” is selected for “I am a unit-level supervisor (e.g., REU, NMAD, etc.) or above (i.e., member of the executive...”

Reporting - All respondents

17. I know how to report a suspected violation of any workplace law, rule, or regulation.

- Yes
- No

18. As a R/PPR employee, I feel empowered to disclose a suspected violation of any workplace law, rule, or regulation without fear.

- Yes
- No
- Unsure

19. In the past twelve months, I have witnessed or personally experienced a suspected violation of a workplace law, rule, or regulation in the course of my work in R/PPR.

- Yes
- No
- Unsure

20. I reported this suspected violation to R/PPR leadership.

- Yes
- No
- Prefer not to say

NOTE: Display logic: If “yes” to Q19

21. Please feel free to provide additional comments or an explanation about your choice

<p>here. (optional)</p> <p>NOTE: Display logic: If “yes” to Q20</p>
<p>22. In my opinion, leadership took appropriate action to deal with the report of a suspected violation.</p> <ul style="list-style-type: none"> • Yes • No • I don’t know <p>NOTE: Display logic: If “yes” to Q20</p>
<p>23. I know how to report allegations of harassment, bullying, or discrimination within the workplace.</p> <ul style="list-style-type: none"> • Yes • No
<p>24. In the past twelve months, I have witnessed or personally experienced a potential discriminatory action or behavior in the course of my work in R/PPR. Examples may include: unfair treatment because of race, color, religion, sex (including pregnancy, sexual orientation, and gender identity), national origin, age (age 40 or older), disability, or genetic information.</p> <ul style="list-style-type: none"> • Yes • No • I’m not sure
<p>25. I reported this potential discriminatory action or behavior to leadership.</p> <ul style="list-style-type: none"> • Yes • No • Prefer not to say <p>NOTE: Display logic: If “yes” to Q24</p>
<p>26. Please feel free to provide additional comments or an explanation about your choice here. (optional)</p> <p>NOTE: Display logic: If “yes” to Q25</p>
<p>27. In my opinion, leadership took appropriate action to deal with the report of potential discriminatory action or behavior.</p> <ul style="list-style-type: none"> • Yes • No • I don’t know <p>NOTE: Display logic: If “yes” to Q25</p>
<p>Remote Work - All respondents</p>
<p>28. On average, I work in the R/PPR office space in SA-5 or HST:</p> <ul style="list-style-type: none"> • Never (full-time remote)

- Less than once per week
- One to two days per week
- Three to four days per week
- Full-time

29. When I go into the office, I have the space, tools, and resources I need to do my work.

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly agree

NOTE: Display logic: If “Less than once per week” or “One to two days per week” or “three to four days per week” or “full time” on Q28

30. When working in the office, I am able to use the office space to effectively collaborate with teammates, regardless of their location.

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly agree

NOTE: Display logic: If “Less than once per week” or “One to two days per week” or “three to four days per week” or “full time” on Q28

When I work remotely, I have the space, tools and resources I need to do my work.

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly Agree

31. Generally, I feel that I am able to maintain an adequate work/life balance

- Strongly disagree
- Disagree
- Neither disagree nor agree
- Agree
- Strongly agree

32. My workload requires me to work overtime (e.g., more than 40 hours a week for full-time employees):

- Always
- Often

- Sometimes
- Rarely
- Never

33. Please select the response that most accurately completes the following statements:

[Significantly decreased; Somewhat decreased; Remained the same; Somewhat increased; Significantly increased; N/a - my position has always been remote)

- Since the majority of R/PPR started working remotely, the number of hours I work has:
- Since the majority of R/PPR started working remotely, my work productivity has:
- Since the majority of R/PPR started working remotely, my level of work-related stress has:

34. Please select the response that most accurately completes the following statements:

[Significantly worsened; Somewhat worsened; Remained the same; Somewhat improved; Significantly improved; N/a - my position has always been remote)

- Since the majority of R/PPR started working remotely, my relationships with colleagues have:
- Since the majority of R/PPR started working remotely, my ability to effectively communicate with my colleagues has:

35. Which of the following work models do you prefer?

- Fully remote
- Hybrid (e.g., 1-3 days per week at the office and the rest remote)
- Fully return to office (e.g., 4-5 days per week at the office)
- No preference

Closing Question

36. Is there anything else you would like to share?