|  |  |
| --- | --- |
| **Name:** | **Title:** |
| **Department:** | **Supervisor:** |
| **Hire Date:** | **Today’s Date:** |

**What factors led to your decision to leave the Brandon Twp Public Library? Check all that apply**

|  |  |
| --- | --- |
| [ ]  Change of Career | [ ]  Lack of Recognition |
| [ ]  Career Advancement Opportunity/ Better Opportunity | [ ]  Compensation/Benefits |
| [ ]  Retirement | [ ]  Family Circumstances |
| [ ]  Return to School | [ ]  Issues with Supervisor/Management |
| [ ]  Relocation | [ ]  Work Conditions |
| [ ]  Commute | [ ]  Other: |

**Before making your decision to leave, did you investigate other options with management that would enable you to stay?**

[ ]  **Yes** [ ]  **No Please explain:**

**Did your Supervisor…**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Usually** | **Occasionally** | **Never** | **Comment** |
| Demonstrate fair and equitable treatment |[ ] [ ] [ ]   |
| Provide you ample training to do your job |[ ] [ ] [ ]   |
| Provide feedback on your job performance |[ ] [ ] [ ]   |
| Clearly explain performance expectations |[ ] [ ] [ ]   |
| Develop cooperation and teamwork |[ ] [ ] [ ]   |
| Encourage/listen to suggestions |[ ] [ ] [ ]   |
| Resolve complaints and problems |[ ] [ ] [ ]   |
| Follow policies and practices |[ ] [ ] [ ]   |
| Provide recognition on the job |[ ] [ ] [ ]   |

**How would you rate the following in relation to your job?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Excellent** | **Good** | **Fair** | **Poor** | **Comments** |
| Cooperation within your department |[ ] [ ] [ ] [ ]   |
| Cooperation with other departments |[ ] [ ] [ ] [ ]   |
| Communication in your department |[ ] [ ] [ ] [ ]   |
| Communication within the library as a whole |[ ] [ ] [ ] [ ]   |
| Communication between you and your supervisor |[ ] [ ] [ ] [ ]   |
| Communication with director and other managers |[ ] [ ] [ ] [ ]   |
| Morale in your department |[ ] [ ] [ ] [ ]   |
| Your job satisfaction |[ ] [ ] [ ] [ ]   |
| Job variety |[ ] [ ] [ ] [ ]   |
| Staff development opportunities |[ ] [ ] [ ] [ ]   |
| Growth potential |[ ] [ ] [ ] [ ]   |
| Compensation/Benefits |[ ] [ ] [ ] [ ]   |

**In general, how well do you perceive that library staff embraces the following workplace behaviors?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Usually** | **Occasionally** | **Never** | **Comment** |
| Customer focus |[ ] [ ] [ ]   |
| Continuous learning |[ ] [ ] [ ]   |
| Creative problem solving |[ ] [ ] [ ]   |
| Empowerment |[ ] [ ] [ ]   |
| Teamwork |[ ] [ ] [ ]   |

**Have you reviewed with your supervisor the status of work or projects underway for which you were responsible?** [ ] **Yes** [ ] **No**

**What does your new job offer that your job with us does not?**

**What recommendations/advice would you give to the next employee hired?**

**Would you work for BTPL in the future?**

**Would you recommend BTPL as a place to work?**