

14 - Staff Survey for Sites Testing Parenting Intervention

CONTENTS

Module A: Staff Background

Module B: About Staff Roles

Module C: Organization Structure/Leadership

Module D: Staff Self-efficacy, Beliefs, and Values

Module E: Facilitators working in parenting sites

Module F: Staff Demographics

THE PAPERWORK REDUCTION ACT OF 1995

This collection of information is voluntary and will be used to learn about the effects of parenting and employment services for fathers. Public reporting burden for this collection of information is estimated to average 40 minutes per survey, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0XXX and the expiration date is XX/XX/XXXX. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Erika Lundquist; 16 E 34th St, MDRC, 19th Floor, New York, NY 10016; (212) 340-8605; Attn: OMB-PRA (xxxx-xxxx).

SECTION i. INTRODUCTION

The Building Bridges and Bonds (B3) evaluation, funded by the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), is examining the effectiveness of programs that are or are like Responsible Fatherhood programs. A key objective of the B3 study is to learn about the organizational context, design, and operations of the programs chosen to operate promising strategies. The purpose is to provide information to practitioners and policymakers within multiple levels of government. ACF has contracted with MDRC to complete the evaluation.

The length of this survey is different for different people, but on average it should take about 40 minutes. Your participation in this survey is important and will help us understand more about the staff that work in fatherhood programs. Your responses will be kept private to the extent permitted by law and used only for research purposes. They will be combined with the responses of other staff and no individual names will be reported.

Participation in the survey is completely voluntary. There are no known risks of participating in this survey, except that you may feel uncomfortable answering some questions in the survey. You can refuse to answer those questions if you wish.

If you have any questions about the survey, please do not hesitate to contact MDRC. You can reach MDRC by calling 1-xxx-xxx-xxxxx or emailing xxxxxxx@mdrc.org.

Thank you for completing this survey.

Before starting the survey, please read and answer the statement below.

THE PAPERWORK REDUCTION ACT OF 1995

This collection of information is voluntary and will be used to learn about the effects of parenting and employment services for fathers. Public reporting burden for this collection of information is estimated to average 40 minutes per survey, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-0XXX and the expiration date is XX/XX/XXXX. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Erika Lundquist; 16 E 34th St, MDRC, 19th Floor, New York, NY 10016; (212) 340-8605; Attn: OMB-PRA (xxxx-xxxx).

- i1. I have read the introduction and understand that the information I provide will be kept private to the extent permitted by law and used only for research purposes. My responses will be combined with the responses of other staff and no individual names will be reported.
- I agree with the above statement and will complete the survey.....1
 - I do not agree with the above statement and will not complete the survey.....0 **END SURVEY**

i1=1

REQUIRED

i2. Please confirm whether you work for [PREFILL B3 PROGRAM NAME FROM DATABASE] at [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]?

Select one only

- Yes, I work for [PREFILL RF PROGRAM NAME FROM DATABASE].....1
- No.....0 END SURVEY
- Don't know.....d END SURVEY
- Decline to answer.....r END SURVEY

Module A: Staff Background

A1. When did you start working at [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]?

___ ___ month ___ ___ ___year [programming note: 2 digit month, 4 digit year]
 Don't Know
 Decline to answer

A2. We would like to know more about your previous work and life experiences. Please indicate the number of years' experience you had in each of the following activities before coming to work for [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]. If you did not have experience with an activity then mark it as zero (0).

[programming note: allow 2 digit responses]

	Prior experience...	years of experience before coming to [B3 org]		
a.	...working with fathers?		Don't Know	Decline to answer
b.	...working in a fatherhood program?		Don't Know	Decline to answer
c.	...providing parenting and/or fatherhood education?		Don't Know	Decline to answer
d.	...providing healthy relationship education?		Don't Know	Decline to answer
e.	...helping individuals prepare		Don't Know	Decline to

	for or obtain employment?			answer
f.	... providing referrals?		Don't Know	Decline to answer
g.	...Helping individuals apply for benefits or to participate in services?		Don't Know	Decline to answer
h.	... working with other organizations on behalf of a participant?		Don't Know	Decline to answer
i.	...work with employers on behalf of individuals		Don't Know	Decline to answer
j.	...providing services that use cognitive behavioral techniques?		Don't Know	Decline to answer
k.	...providing mental or behavioral health services?		Don't Know	Decline to answer
l.	...using motivational interviewing?		Don't Know	Decline to answer
m.	... as minister/pastor/other clergy		Don't Know	Decline to answer
n.	...recruiting or enrolling participants into a voluntary program?		Don't Know	Decline to answer
o.	...managing or supervising staff?		Don't Know	Decline to answer
p.	...providing financial education?		Don't Know	Decline to answer
q.	...working with parolees?		Don't Know	Decline to answer
r.	...working in pre-release programs?		Don't Know	Decline to answer
s.	...working with the child welfare system?		Don't Know	Decline to answer
t.	...working with the child support system?		Don't Know	Decline to answer
u.	My primary background is in another field. That field is: [free text fill in option]		Don't Know	Decline to answer

Module B: Staff Roles and Responsibilities

The next questions ask about your role within [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE].

B1. How many hours do you work in a typical week? Indicate the number of hours you actually work. If you work more than your scheduled hours, please list all the hours you actually work. Round to the nearest whole hour.

(programming note: set maximum number of hours to 80)

___ ___ [programming note: 2 digits maximum]

Number of Hours

Don't Know

Decline to answer

B2. Thinking about the past three months, how often have you had responsibilities that were more than you could handle effectively?

All of the time

Most of the time

Some of the time

None of the time

Don't Know

Decline to answer

B3. Do you carry a caseload (a specific group of fathers you responsible for staying in regular touch with)?

Yes

No → SKIP to B4

Don't Know → SKIP to B4

Decline to answer → SKIP to B4

B3a. On average, how many fathers are on your caseload?

_____ (fill in number)

Don't Know

Decline to answer

B3b. On average, what percentage of your caseload do you consider active or have regular contact with?

_____ % (fill in)

B4. We'd like to learn about your primary job responsibilities. In a typical work week, what do you spend most of your time doing? Check up to 3 responses. [programming note: allow maximum of three items checked]

- Recruitment
- Intake/assessment
- Supporting individual fathers
- Meeting with fathers and family members (children/guardians)
- Teaching or facilitating sessions or workshops
- Preparing for sessions or workshops
- Completing paperwork or MIS data entry
- Attending staff meetings
- Other , _____ (allow fill in for other response)

B5. Now we'd like to ask more specifically about how you spend your time at [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]. What percentage of your time do you spend on the following activities in an *average* work week?¹

[programming note: percentage column sum should add to 100]

		percentage of time you spend on this activity		
a.	Conduct outreach to recruit potential program participants		Don't Know	Decline to answer
b.	Screening and intake potential participants for program eligibility		Don't Know	Decline to answer
c.	Supporting individual fathers' participation		Don't Know	Decline to answer
d.	Help participants get support from other organizations		Don't Know	Decline to answer
e.	Support participants working through life challenges		Don't Know	Decline to answer
f.	Provide parenting and/or fatherhood education		Don't Know	Decline to answer
g.	Help participants prepare for or obtain employment		Don't Know	Decline to answer
h.	Work with employers on behalf of participants		Don't Know	Decline to answer
i.	Provide mental or behavioral health support		Don't Know	Decline to answer
j.	Communicate with other		Don't Know	Decline to

¹ 2010 National Survey of Collect Graduate Old Cohort- tailored for PACT

	organizations on behalf of participants			answer
k.	Manage or supervise other individuals at your organization		Don't Know	Decline to answer
l.	Train other staff at your organization.		Don't Know	Decline to answer
m.	Professional development or continued education		Don't Know	Decline to answer
n.	Staff meetings or peer to peer support		Don't Know	Decline to answer
o.	Provide healthy relationship education		Don't Know	Decline to answer
p.	Provide financial education to participants		Don't Know	Decline to answer
q.	Other		Don't Know	Decline to answer

B6. Do you remind fathers of upcoming meetings or workshops?

- Yes
- No [SKIP TO B9]
- Don't Know [SKIP TO B9]
- Decline to answer [SKIP TO B9]

B7a. How do you determine who to contact?

[free text]

B7b. What method do you primarily use to give reminders? Check up to 3 responses.

- letters
- flyers
- emails
- text messages
- phone calls
- in person
- other
- Don't Know
- Decline to Answer

B8. How much of your case load do you typically reach out to in a week?

Less than half
About half
More than half
All
Don't know
Decline to Answer

B9. Have you received training in the past six months about the work you are doing with fathers?

Yes
No
Don't Know
Decline to answer

Module C: Organizational Structure/ Leadership

The next questions ask about your organization.

C1. Please read the following statements and indicate the degree to which you disagree or agree with them.

		Strongly Disagree	Disagree	Uncertain	Agree	Strongly agree	Don't Know	Decline to answer
a.	My job role is clearly defined. ²	1	2	3	4	5	8	9
b.	Within (B3 program), reporting relationships are clear.	1	2	3	4	5	8	9
c.	I have a good relationship with program management	1	2	3	4	5	8	9
d.	Management here fully trust my professional opinion ³	1	2	3	4	5	8	9
e.	[PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] has the right set of staff working with fathers.	1	2	3	4	5	8	9
f.	Ideas and suggestions from staff get fair consideration by program management	1	2	3	4	5	8	9
g.	Staff have all necessary resources to support fathers' needs.	1	2	3	4	5	8	9
h.	Facilities here are well suited for programmatic activities.	1	2	3	4	5	8	9
i.	Staff here are given broad authority in working with their clients.	1	2	3	4	5	8	9
j.	Program staff is overburdened.	1	2	3	4	5	8	9
k.	Staff initiative is discouraged by program management	1	2	3	4	5	8	9

² B6 – B10 are from the OPIF Organizational readiness to change (<https://www.interpnet.com/docs/2013-Handouts/STRATEGIC-PLANNING-Parmer-Morrison2.pdf>)

³ B11-B21 are from the TCU Organizational climate and culture survey (with some adaptations)

l.	There are enough staff here to meet the current client needs.	1	2	3	4	5	8	9
m.	Mutual trust and cooperation among staff in this program are strong.	1	2	3	4	5	8	9
n.	The [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] operates with clear goals and objectives. ⁴	1	2	3	4	5	8	9
o.	The communication between program leadership and staff involved in [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] implementation is effective	1	2	3	4	5	8	9
p.	The program leadership is committed to the success of [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]	1	2	3	4	5	8	9
q.	Keeping fathers engaged in program services is a challenge for the [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE]	1	2	3	4	5	8	9
r.	It is important that staff in our program share some common characteristics or life experiences with the fathers we work with.	1	2	3	4	5	8	9
s.	[PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] is an effective program. ⁵	1	2	3	4	5	8	9

⁴ TCU

⁵ TCU

Module D: Staff Self-Efficacy, Beliefs and Values

The next questions ask for you to reflect on what you think about your job and working with fathers.

D1. Please read the following statements and indicate the degree to which you disagree or agree with them.⁶

		Strongly Disagree	Disagree	Uncertain	Agree	Strongly Agree	Don't Know	Decline to answer	Not Applicable
a.	I have the skills needed to conduct facilitate effective group workshops. ⁵	1	2	3	4	5	7	8	9
b.	I am motivated to apply skills from training to my work.	1	2	3	4	5	7	8	9
c.	I consistently plan ahead and carry out my plans ⁵	1	2	3	4	5	7	8	9
d.	I am satisfied at my job.	1	2	3	4	5	7	8	9
e.	I have the ongoing support I need to do my job well.	1	2	3	4	5	7	8	9
f.	I usually accomplish whatever I set my mind on. ⁵	1	2	3	4	5	7	8	9
g.	I am under too many work-related pressures to do my job effectively.	1	2	3	4	5	7	8	9
h.	Learning and using new procedures is easy for me.	1	2	3	4	5	7	8	9
i.	I consider the work I do to be important.	1	2	3	4	5	7	8	9
j.	I am confident in my ability to successfully do my job. ⁵	1	2	3	4	5	7	8	9
k.	I receive the necessary training to do my job effectively.	1	2	3	4	5	7	8	9
l.	I have the skills needed to work effectively with fathers individually. ⁵	1	2	3	4	5	7	8	9

⁶ TCU efficacy scale.

m.	My mastery of program materials impacts a father's outcome in the program	1	2	3	4	5	7	8	9
n.	A father's commitment to the program is more important than my mastery of program content.	1	2	3	4	5	7	8	9
o.	A father's success in the program is his responsibility.	1	2	3	4	5	7	8	9

D2. Now we want you think to the father you have worked with or spoken with most recently. How much do you disagree or agree with the following statements about working with fathers?⁷

		Strongly Disagree	Disagree	Uncertain	Agree	Strongly Agree	Don't Know	Decline to answer
a.	This father and I agree about the steps to be taken to improve his situation.*	1	2	3	4	5	7	8
b.	I am confident in my ability to help this father.*	1	2	3	4	5	7	8
c.	My relationship with this father is an essential component of his program services.	1	2	3	4	5	7	8
d.	I check in regularly with this father.	1	2	3	4	5	7	8
e.	The father and I have formed a mutual trust.	1	2	3	4	5	7	8
f.	My educational background or professional training has helped me work effectively with this father.	1	2	3	4	5	7	8
g.	It is a priority to make sure this father knows that I am personally	1	2	3	4	5	7	8

⁷ Team created these questions; based on working alliance. * indicate verbatim working alliance question (WAI Ts k)

	committed to his success.							
h.	Creating a sense of community for this father is an important element of keeping him engaged.	1	2	3	4	5	7	8
i.	The content of [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] is relevant for this father.	1	2	3	4	5	7	8
j.	The father and I have a lot of shared life experiences..	1	2	3	4	5	7	8
k.	My work or life experience has helped me work effectively with this father.	1	2	3	4	5	7	8
l.	Participating in the [PREFILL NAME OF B3 ORGANIZATION FROM DATABASE] is helping my client become a better father.	1	2	3	4	5	7	8

MODULE E1: FOR FACILITATORS/TRAINERS WORKING WITH PROGRAM GROUP IN PARENTING SITES

The next set of questions ask specifically about delivering Just Beginning. If you are not responsible for providing Just Beginning to fathers, please answer "NO" to the first question.

E1. Are you involved in implementing Just Beginning workshops or sessions?

- YES
- NO (Skip to F1)
- Don't Know
- Decline to answer

E2. How many individual workshop sessions have you led so far? (Please count the three components of a JB session as one workshop.)

___ ___ [programming note, allow 2 digit response]

- Don't Know
- Decline to answer

E3. The estimated time for a Just Beginning session is [we fill in the blank] minutes. Do you find that this time estimate is accurate (including the father skills training, father-child play time, and debrief with the father)?

- YES (skip to F5)
- NO
- Don't Know
- Decline to answer

E4. If not, how many minutes do they take?

___ ___ ___ [programming note, allow 3 digit response]

- Don't Know
- Decline to answer

E5. About how much time do you take to prepare for each Just Beginning session?

- Less than 1 hour
- Between 1 and 2 hours
- Between 2 and 3 hours
- More than 3 hours
- Don't Know
- Decline to answer

E6. Would you say this amount of time is ...

- About right
- Not enough

Don't Know
 Decline to answer

E7. As you get even more used to implementing Just Beginning in future months, do you anticipate spending less time preparing than you do right now?

Yes
 No
 Don't Know
 Decline to answer

E8. Some program staff get professional advice/technical assistance/coaching directly from Just Beginning staff, while others get support from the research team or from an on-site supervisor or coach. **For each of the statements below, indicate how much you disagree or agree based on any professional advice you've received about implementing Just Beginning.**

		Strongly Disagree	Disagree	Uncertain	Agree	Strongly Agree	Don't Know	Decline to answer
a.	If I need professional advice about Just Beginning I know who to ask.	1	2	3	4	5	7	8
b.	I am comfortable seeking professional advice about implementing Just Beginning.	1	2	3	4	5	7	8
c.	In general, responses to my questions about Just Beginning are prompt.	1	2	3	4	5	7	8
d.	Responses to my questions about Just Beginning are helpful.	1	2	3	4	5	7	8

E9. Please read the following statements about Just Beginning implementation and indicate the degree to which you disagree or agree with them.

		Strongly Disagree	Disagree	Uncertain	Agree	Strongly Agree	Don't Know	Decline to answer
a.	Just Beginning operates with clear goals and objectives.	1	2	3	4	5	7	8

b.	Facilities here are well suited for Just Beginning activities.	1	2	3	4	5	7	8
c.	I am confident in my ability to successfully implement Just Beginning.	1	2	3	4	5	7	8
d.	The design of the play space is well suited for father/child interaction.	1	2	3	4	5	7	8
e.	Just Beginning is helpful to me in my work with fathers	1	2	3	4	5	7	8
f.	The toys available for fathers and children are well suited for father/child interaction.	1	2	3	4	5	7	8
g.	I am motivated to utilize Just Beginning skills in my work	1	2	3	4	5	7	8
h.	Learning the Just Beginning procedures was easy for me. ⁸	1	2	3	4	5	7	8
i.	The Just Beginning training helped me better support my clients' needs.	1	2	3	4	5	7	8
j.	The playroom here allows the privacy needed for one on one father-child sessions.	1	2	3	4	5	7	8
k.	Using new Just Beginning procedures is easy for me. ⁹	1	2	3	4	5	7	8
l.	The parenting	1	2	3	4	5	7	8

⁸ TCU

⁹ TCU

	techniques taught in Just Beginning are helping clients become better fathers.							
m.	Implementing Just Beginning makes my job harder.	1	2	3	4	5	7	8
n.	Keeping fathers engaged in Just Beginning is easier than in other program services.	1	2	3	4	5	7	8
o.	My duties with Just Beginning are clearly related to the goals of the fatherhood program.	1	2	3	4	5	7	8
p.	Implementing Just Beginning takes too much time away from my other responsibilities.	1	2	3	4	5	7	8
q.	Program staff is overburdened because of Just beginning implementation.	1	2	3	4	5	7	8
r.	Program leadership is committed to the success of Just Beginning.	1	2	3	4	5	7	8
s.	My program has the right set of people implementing Just Beginning.	1	2	3	4	5	7	8
t.	I have the ongoing support I need to do my Just Beginning job well.	1	2	3	4	5	7	8
u.	I feel confident in my ability to improve men's fathering skills.	1	2	3	4	5	7	8

v.	I am capable of teaching fathers parenting skills.	1	2	3	4	5	7	8
w.	I am able to help each father become a stronger parent	1	2	3	4	5	7	8
x.	I feel able to guide fathers through parenting challenges.	1	2	3	4	5	7	8
y.	My mastery of the Just Beginning curriculum impacts a father's outcome in the program	1	2	3	4	5	7	8
z.	A father's commitment to Just Beginning is more important than my mastery of program curriculum.	1	2	3	4	5	7	8
aa.	A father's success in Just Beginning is mainly his responsibility.	1	2	3	4	5	7	8

Module F: Staff Demographics

And finally, the last set of questions ask about your background. This information will help us to learn more about you, how you might share common backgrounds with the fathers you work with, and how . As a reminder, this information will not be shared with anyone outside of the B3 study team. It will not be used in anyway that could identify you in discussions with your organization's managers or in a report.

F1. Are you ...

Male

Female

Other (specify) _____

Don't Know
Decline to answer

F2. Are you Hispanic, Latino, or of Spanish origin? (Select one or more)

No, not of Hispanic, Latino or Spanish origin
Yes, Mexican, Mexican American, Chicano/a
Yes, Puerto Rican
Yes, another Hispanic, Latino, or Spanish origin
Don't Know
Decline to answer

F3. What is your race? (Select one or more)

American Indian or Alaska Native
Asian
Black or African American
Native Hawaiian or other Pacific Islander
White
Other (specify) _____
Don't Know
Decline to answer

F4. How old are you (in years)?

__ (programming note: 2 digit entry)
Don't know
Decline to answer

F5. What is the highest level of education you have completed?¹⁰

High School: Diploma [SKIP to end]
High School: General Education Development or GED [SKIP to end]
Some college/some postsecondary vocational courses
2-year or 3-year college degree (Associates degree)
Vocational school diploma
4-year college degree (Bachelor's degree)
Some graduate work/no graduate degree
Graduate or professional degree (e.g. MA, MBA, PH.D, JD, MD, MSW)
Don't Know
Decline to answer

¹⁰ COBRA tailored for PACT

F6. [If some college or more] What was your program of study after graduating high school?

- Addictions counseling
- Other counseling
- Education
- Vocational Rehabilitation
- Criminal Justice
- Psychology
- Social Work/Human Services
- Administration
- Ministry
- Military
- Law Enforcement
- Health/Medicine
- Other (Specify _____)
- Don't Know
- Decline to answer

F7. Is English your primary language?

- Yes (SKIP to F8)
- No
- Don't know
- Decline to answer

F8. What is your primary language?

- _____ (specify)
- Don't know
- Decline to answer

F9. Do you use this language with the fathers you work with?

- Yes
- No
- Don't know
- Decline to answer

F10. Have you ever been arrested or incarcerated?

Yes
No
Don't know
Decline to answer

F11. Have you ever received public assistance (such as TANF/welfare, food stamps, SSI, etc.)?¹¹

Yes
No
Don't know
Decline to answer

¹¹ ETJD/STED staff survey