Organizational Climate Survey
3rd Party Confidential Assessments

Survey Theme & Design Focus

SAMPLE: Organizational Diversity & Inclusiveness Report
Survey Confidentiality

Disclosure and receipt of Survey Confidential Information with one another is for the purpose set forth by the CLIENT and for no other purpose. Only those employees of “CLIENT” and “CONSULTANT” having a need-to-know shall be privy to said Confidential Information during this assessment process.
Our Mission

Our Mission is to Help Organizations Identify and Solve Problems

Our web-based Climate Survey Designs help organizations study & identify various

• trends
• practices
• behaviors
• cultures
• perspectives

…..which could be beneficial/counter-productive for an organization’s success.
As a 3rd Party Climate Assessor of organizational trends, cultures, behaviors and perspectives, we gather information to specifically advise organizations of their Strengths, Weaknesses, Opportunities and Threats within their desired category of research.

This process is commonly know as a S.W.O.T. Analysis
Anonymous Data Collection

Our 3rd Party Climate Assessments do not target individual employees. Our detailed data collection methods remain transparent to the client. Participants are made aware of this prior to survey implementation which tends to increase response rates.

Clients receive Raw Data in the Appendix Section of our Final Report which summarizes the views captured from various Employee Demographic Groups.

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Perception is…. *Reality*

We do not _judge perceptions_ coming from Climate Assessment Participants…..we _highlight and reveal those perceptions_ to the client.

**WHY?**
Because an Employee’s *Perception* is their *Reality*.

Organizations must acknowledge differences in perception and make provisions through business practice, communication, and team building to rectify any unproductive consequences stemming from unhealthy employee perceptions.
The Survey Process

Our fast, efficient web-based approach is recommended!

**Step One:** Consultant Conducts Needs Analysis Meeting with Client

**Step Two:** Consultant Secures Survey Approach Option(s) from Client
   - a) Web-based
   - b) Focus Group
   - c) Paper-based

**Step Three:** Client Approves Survey Design & Implementation Plan

**Step Four:** Survey Participants receive 2 week Notice of Participation

**Step Five:** Survey Participants receive Invitation to begin survey

**Step Six:** Final Report & Presentation
Recommended Sample Size

Researchers conclude that a survey sampling size does not have to equal the total number of employees (100%) represented. We agree!

~Wimmer Dominick

If Client Headcount = 6000 qty

99% Confidence Level

We can be 99% sure that results are accurate within ±5 percent, with an audience sample of 599 participants.

Our recommended minimum participation rate would be: 1198 qty

If Client Headcount = 6000 qty

95% Confidence Level

We can be 95% sure that results are accurate within ±5 percent, with an audience sample of 361 participants.

Our recommended minimum participation rate would be: 722 qty
Types of Questions

Our **Climate Surveys** are designed to capture the true climate of an organization so that **positives are applauded** and **challenges are slated for improvement**.

We use a variety of Question Types to accomplish these Goals

- **Scaled Questions:** *Strongly Agree—Strongly Disagree*
- **True/False**
- **Yes/No/Undecided**
- **Open Ended Questions**
- **Demographic Questions** *for cross-referencing in the Final Report*
Survey Options

Although we highly recommend the use of our **fast, efficient web-based Climate Survey approach**, we understand some clients have technical limitations in certain geographic locations. For this reason, during the **Needs Analysis Phase**, we identify which survey methodology or combination works best for our clients️!

- Web-based Climate Survey
- Paper-Based Climate Survey
- Phone-Based Climate Survey
- Focus Group Meetings w/ Survey Tool Options!
About the HR/OD Consultant

Ms. Julie Hickman is a former Fortune 500 Company Training Manager experienced in organizational development, corporate human resources and executive-level management consulting. (Anheuser-Busch, Inc. - Colorado; HR Block World Headquarters - KCMO)

She is a 1999 Kansas City recipient of the SCLC Black Achiever Award for Excellence in Business and Industry. She has a Masters in Human Resources from Ottawa University with an emphasis in Organizational Change, Training & Mentoring.

She is Founder and President of Diversity Compliance & Testing Group, Inc., a new and emerging web-based HR Training, Testing & Assessment Company.

She is a Publisher and one of a few hundred national Certified Trainers of Managing Workplace Conflict by nationally acclaimed, Mediation Training Institute International.

Certified MBE/WBE in the State of Missouri
Certified MBE/WBE in the State of Kansas
Certified SLBE /MBE/DBE City of Kansas City, Missouri
Certified DBE MODOT, MRCC
What Others Say

• This was the best survey our school district ever conducted! We have never received a more comprehensive study of our school security challenges.
  ~Hazelwood School District, Security Director

• Although we braced ourselves for The Final Report, Julie Hickman and team’s confidential and non-threatening approach enabled us to focus on our problems and solve them professionally in less than one year.
  ~2010, Anonymous Client

• As President of MSC, we depend on Julie’s expertise in designing unbiased survey tools which address the unique challenges facing our clients. Julie tends to find “the needle in the haystack”.
  ~ Lt. Colonel Charles McCrary, Sr.
References on File

3 Written References from key stakeholders of past Climate Survey Programs

3 Written References for HR/OD Consultant, Julie Hickman, MA HR
Next Steps

STEP ONE:
MEETING REQUEST:
Schedule meeting with HR/OD Consultant, Julie Hickman, MA HR

PURPOSE:
Needs Analysis Meeting with CLIENT to secure problem statement, solidify survey design, audience, implementation plan, final report and other requested deliverables for input in our Master Services Agreement for CLIENT.
How to Reach Consultant

Julie Hickman, MA HR

Direct: 913-226-0533

Diversity Compliance & Testing Group, Inc.
7300 W. 110th Street    Suite #700
Overland Park, KS  66210

Email: julie.hickman@dctlearn.com
Web: www.dctlearn.com
Toll Free Operators: 866-869-1609
Fax: 866-869-1016