



FEDERATION of COMMUNITY COUNCILS
SURVEY ASSESSMENT to IDENTIFY TRAINING NEEDS

Name: _____ Phone: _____

Community Council: _____

What position do you hold? _____ How long have you served in that position? _____

How long have you been a Community Council officer? _____

1) What do you perceive as your Community Council's most important **activity?**
(1 = Very Important 2= Somewhat Important 3= Not at All Important)

- a) Interacting with other members/neighbors
- b) Creating opportunities for community members to learn and keep up-to-date on issues affecting their neighborhoods and/or the broader Municipality
- c) Reviewing and providing comments on municipal ordinances, policies and plans
- d) Advocating for a specific outcome on certain issues
- e) Learning from other Community Councils
- f) Interacting with government officials – e.g. elected officials and management and staff

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

2) What do you perceive as your Community Council's most important **role?**
(1 = Very Important 2= Somewhat Important 3= Not at All Important)

- a) Educating Council members/neighbors on public issues
- b) Reviewing and providing comments on municipal ordinances, policies and plans
- c) Educating members/neighbors on how to find information about public issues, ask questions, provide input
- d) Being part of a coordinated voice from the community
- e) Providing a forum to develop solutions/seek agreements
- f) Advocating for a specific outcome on certain issues

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

3) What do you perceive as your Community Council's most important **outcome?**
(1 = Very Important 2= Somewhat Important 3= Not at All Important)

- a) Grow leadership to create a sustainable Council - get and keep others engaged
- b) Reviewing and providing comments on municipal ordinances, policies and plans
- c) Members/neighbors learn from each other, Listen to others even though they may not agree, Can effectively convey information to other community members
- d) Advocating for a specific outcome on certain issues
- e) Effectively voice a Council's concerns to elected officials, management and staff
- f) Help find solutions to issues of concern

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

4) When you consider achieving the items above, do you believe trainings should be held
(1 = Preferred 2 = Next Best 3 = Maybe 4 = Don't Prefer)

- a) Annually
- b) Semi Annually
- c) Quarterly
- d) Monthly
- e) Online training always available

a)	_____
b)	_____
c)	_____
d)	_____
e)	_____

5) What trainings would be useful to you now, in your current role?
(1 = Very Important 2= Somewhat Important 3= Not at All Important)

- a) Understanding the relationship and roles of the Municipality, community councils and the Federation of Community Councils.
- b) Council and Meeting Management: Agenda setting, Voting, Roberts Rules, Facilitation, Bylaws, Orientation about officers' roles/tasks, Interaction with other Councils, Collaborative problem solving/building agreement
- c) Community Council success stories
- d) On-line meeting platforms (e.g., Zoom, MS-Team, Google Meet, etc.)
- e) Real-time applied learning/mentoring to address Community Council need/challenge
- f) Other _____

a)	_____
b)	_____
c)	_____
d)	_____
e)	_____
f)	_____

6) What training would have been useful to you as a new officer?
(1 = Very Important 2 = Somewhat Important 3 = Not at All Important)

- a) Understanding the relationship and roles of the Municipality, community councils and the Federation of Community Councils
- b) Council and Meeting Management: Agenda setting, Roberts Rules, Voting, Facilitation, Bylaws, Orientation about officers' roles/tasks, Interaction with other Councils, Collaborative problem solving/building agreement
- c) Community Council success stories
- d) On-line meeting platforms (e.g., Zoom, MS-Team, Google Meet, etc.)
- e) Real-time applied learning/mentoring to address a Community Council need/challenge
- f) Other _____

a)	_____
b)	_____
c)	_____
d)	_____
e)	_____
f)	_____

7) What's the best way to deliver trainings?
(1 = Good 2 = Maybe 3 = Probably Not)

- a. In-person conference style (maximum 4 hours)
- b. Zoom-like-on-line workshop (maximum 2 hours in length)
- c. Webinar (accessible on-line "canned" training; go-at-your-own pace)
- d. Peer-to-Peer phone conversation with a current or former community council member
- e. Mentor attends meetings
- f. Other _____

a)	_____
b)	_____
c)	_____
d)	_____
e)	_____
f)	_____

8) How important do you believe it is for the Federation of Community Councils to apply for grant funds for Councils' efforts?

Please check one of the following:

Very Important Somewhat Important Not at All Important

RETURN INSTRUCTIONS

Please hit SUBMIT button in the upper right-hand of this document.

The system will automatically email to: Margaret (Meg) King at mjking@mjkingandassociates.com