

**INSTITUTE OF MUSEUM AND LIBRARY SERVICES
2013 FEDERAL EMPLOYEE VIEWPOINT SURVEY RESULTS**

		Percent Positive	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Item Response Total**	Do Not Know/ No Basis to Judge
*1. I am given a real opportunity to improve my skills in my organization.	N		9	16	8	9	5	47	NA
	%	52.67	18.95	33.71	18.22	18.92	10.19	100.00	
2. I have enough information to do my job well.	N		9	23	10	2	3	47	NA
	%	68.30	19.09	49.22	21.61	3.90	6.18	100.00	
3. I feel encouraged to come up with new and better ways of doing things.	N		18	13	4	6	6	47	NA
	%	66.53	38.71	27.82	8.83	11.91	12.73	100.00	
*4. My work gives me a feeling of personal accomplishment.	N		20	11	6	8	2	47	NA
	%	66.07	42.82	23.24	12.95	16.64	4.35	100.00	
*5. I like the kind of work I do.	N		20	17	3	5	2	47	NA
	%	78.60	42.70	35.89	6.18	10.51	4.71	100.00	
6. I know what is expected of me on the job.	N		13	19	6	7	2	47	NA
	%	67.94	28.63	39.30	13.52	14.30	4.24	100.00	
7. When needed I am willing to put in the extra effort to get a job done.	N		34	11	2	0	0	47	NA
	%	95.65	71.33	24.32	4.35	0.00	0.00	100.00	
8. I am constantly looking for ways to do my job better.	N		28	14	3	1	1	47	NA
	%	89.36	58.21	31.15	6.29	2.05	2.30	100.00	
9. I have sufficient resources (for example, people, materials, budget) to get my job done.	N		6	12	8	13	8	47	0
	%	38.41	12.83	25.57	17.12	27.11	17.37	100.00	
*10. My workload is reasonable.	N		6	18	8	11	4	47	0
	%	51.67	13.15	38.53	17.12	22.71	8.49	100.00	
*11. My talents are used well in the workplace.	N		6	17	7	6	11	47	0
	%	49.93	12.85	37.08	14.47	12.44	23.16	100.00	
*12. I know how my work relates to the agency's goals and priorities.	N		17	22	3	3	1	46	1
	%	84.97	37.23	47.74	6.08	6.35	2.60	100.00	
*13. The work I do is important.	N		26	13	3	3	1	46	0
	%	84.63	55.22	29.41	6.33	7.06	1.99	100.00	
*14. Physical conditions (for example, noise level, temperature, lighting, cleanliness in the workplace) allow employees to perform their jobs well.	N		12	19	7	6	3	47	0
	%	65.74	25.25	40.49	14.55	12.94	6.77	100.00	
*15. My performance appraisal is a fair reflection of my performance.	N		11	27	3	3	3	47	0
	%	81.64	22.49	59.14	5.98	6.10	6.29	100.00	
16. I am held accountable for achieving results.	N		14	24	6	2	1	47	0
	%	80.44	30.10	50.34	12.67	4.59	2.30	100.00	

Survey Administration Period: April 23, 2013 to June 7, 2013

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Sample or Census: Census

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17. I can disclose a suspected violation of any law, rule or regulation without fear of reprisal.	N		15	15	9	2	4	45	2
	%	67.35	32.49	34.86	20.04	3.98	8.63	100.00	
*18. My training needs are assessed.	N		6	14	7	13	7	47	0
	%	42.01	12.20	29.80	16.11	27.08	14.80	100.00	
*19. In my most recent performance appraisal, I understood what I had to do to be rated at different performance levels (for example, Fully Successful, Outstanding).	N		9	22	5	5	5	46	1
	%	67.69	19.25	48.44	10.98	10.79	10.54	100.00	
*20. The people I work with cooperate to get the job done.	N		16	23	2	4	1	46	NA
	%	85.40	34.87	50.53	4.21	8.04	2.35	100.00	
*21. My work unit is able to recruit people with the right skills.	N		5	22	12	4	4	47	0
	%	57.27	10.79	46.48	26.04	8.46	8.23	100.00	
*22. Promotions in my work unit are based on merit.	N		5	14	10	7	8	44	3
	%	42.57	10.94	31.63	23.82	15.78	17.83	100.00	
*23. In my work unit, steps are taken to deal with a poor performer who cannot or will not improve.	N		4	15	9	7	7	42	5
	%	46.16	9.86	36.30	20.83	17.24	15.77	100.00	
*24. In my work unit, differences in performance are recognized in a meaningful way.	N		4	11	10	10	8	43	4
	%	35.59	9.11	26.47	23.67	22.25	18.49	100.00	
25. Awards in my work unit depend on how well employees perform their jobs.	N		5	11	13	6	8	43	4
	%	38.16	11.61	26.55	30.15	13.39	18.29	100.00	
26. Employees in my work unit share job knowledge with each other.	N		15	20	2	6	3	46	0
	%	76.75	32.16	44.59	4.29	12.65	6.31	100.00	
27. The skill level in my work unit has improved in the past year.	N		11	20	3	4	7	45	2
	%	69.84	25.11	44.73	6.47	8.28	15.41	100.00	
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28. How would you rate the overall quality of work done by your work unit?	N		30	10	6	0	1	47	NA
	%	85.35	64.80	20.54	12.61	0.00	2.05	100.00	
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*29. The workforce has the job-relevant knowledge and skills necessary to accomplish organizational goals.	N		8	24	4	8	3	47	0
	%	67.97	17.14	50.83	8.60	16.43	7.00	100.00	

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*30. Employees have a feeling of personal empowerment with respect to work processes.	N		3	14	7	11	12	47	0
	%	36.34	5.93	30.40	14.20	23.16	26.30	100.00	
31. Employees are recognized for providing high quality products and services.	N		6	9	7	13	10	45	1
	%	33.53	13.71	19.82	15.59	27.55	23.33	100.00	
*32. Creativity and innovation are rewarded.	N		8	8	8	10	12	46	1
	%	34.69	16.88	17.81	17.54	22.14	25.63	100.00	
*33. Pay raises depend on how well employees perform their jobs.	N		1	5	11	17	11	45	2
	%	12.98	2.14	10.85	24.17	37.44	25.40	100.00	
34. Policies and programs promote diversity in the workplace (for example, recruiting minorities and women, training in awareness of diversity issues, mentoring).	N		9	17	9	6	5	46	1
	%	56.91	19.67	37.24	19.53	12.76	10.79	100.00	
*35. Employees are protected from health and safety hazards on the job.	N		13	24	6	0	3	46	0
	%	79.79	28.73	51.06	13.06	0.00	7.15	100.00	
*36. My organization has prepared employees for potential security threats.	N		7	21	3	6	7	44	2
	%	63.21	16.17	47.04	6.45	13.68	16.66	100.00	
37. Arbitrary action, personal favoritism and coercion for partisan political purposes are not tolerated.	N		10	13	11	7	6	47	0
	%	48.77	21.58	27.19	23.24	14.24	13.75	100.00	
38. Prohibited Personnel Practices (for example, illegally discriminating for or against any employee/applicant, obstructing a person's right to compete for employment, knowingly violating veterans' preference requirements) are not tolerated.	N		11	21	8	2	5	47	0
	%	68.72	23.52	45.20	16.38	3.91	10.99	100.00	
39. My agency is successful at accomplishing its mission.	N		15	22	4	2	2	45	2
	%	81.11	33.15	47.96	10.10	3.88	4.91	100.00	
40. I recommend my organization as a good place to work.	N		10	14	7	8	6	45	NA
	%	53.37	22.62	30.75	15.73	17.44	13.46	100.00	
41. I believe the results of this survey will be used to make my agency a better place to work.	N		8	8	11	10	8	45	1
	%	34.68	17.53	17.15	25.06	21.72	18.54	100.00	
*42. My supervisor supports my need to balance work and other life issues.	N		22	17	2	3	3	47	0
	%	82.43	46.67	35.75	4.71	6.55	6.31	100.00	
43. My supervisor/team leader provides me with opportunities to demonstrate my leadership skills.	N		14	17	3	9	3	46	0
	%	66.74	30.15	36.59	6.92	20.09	6.25	100.00	
*44. Discussions with my supervisor/team leader about my performance are worthwhile.	N		13	12	10	8	3	46	0
	%	53.91	27.72	26.19	21.55	18.29	6.24	100.00	

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45. My supervisor/team leader is committed to a workforce representative of all segments of society.	N		14	20	5	4	2	45	2
	%	76.05	30.74	45.31	10.42	9.09	4.44	100.00	
46. My supervisor/team leader provides me with constructive suggestions to improve my job performance.	N		12	17	8	7	3	47	0
	%	61.42	25.08	36.34	17.03	15.46	6.10	100.00	
*47. Supervisors/team leaders in my work unit support employee development.	N		16	13	6	7	4	46	1
	%	62.39	34.49	27.90	13.27	15.53	8.81	100.00	
48. My supervisor/team leader listens to what I have to say.	N		25	12	3	4	3	47	NA
	%	78.40	52.51	25.88	6.70	8.72	6.18	100.00	
49. My supervisor/team leader treats me with respect.	N		24	14	4	2	3	47	NA
	%	80.94	51.00	29.94	8.08	4.70	6.29	100.00	
50. In the last six months, my supervisor/team leader has talked with me about my performance.	N		19	14	2	6	6	47	NA
	%	69.29	40.15	29.14	4.60	13.49	12.62	100.00	
*51. I have trust and confidence in my supervisor.	N		20	12	7	5	3	47	NA
	%	67.61	42.52	25.09	15.29	10.91	6.18	100.00	
		Percent Positive	Very Good	Good	Fair	Poor	Very Poor	Item Response Total	Do Not Know/ No Basis to Judge
*52. Overall, how good a job do you feel is being done by your immediate supervisor/team leader?	N		19	15	6	4	3	47	NA
	%	72.14	40.60	31.55	13.06	7.80	7.00	100.00	
		Percent Positive	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Item Response Total**	Do Not Know/ No Basis to Judge
*53. In my organization, leaders generate high levels of motivation and commitment in the workforce.	N		3	13	7	12	12	47	0
	%	34.01	5.85	28.16	14.96	25.30	25.73	100.00	
54. My organization's leaders maintain high standards of honesty and integrity.	N		12	13	6	8	7	46	1
	%	53.85	26.02	27.83	13.18	17.07	15.90	100.00	
*55. Managers/supervisors/team leaders work well with employees of different backgrounds.	N		11	14	9	4	6	44	3
	%	56.50	25.61	30.89	20.24	8.66	14.60	100.00	
*56. Managers communicate the goals and priorities of the organization.	N		8	21	6	6	6	47	0
	%	62.49	16.66	45.83	12.03	12.56	12.92	100.00	
*57. Managers review and evaluate the organization's progress toward meeting its goals and objectives.	N		9	16	10	5	6	46	1
	%	55.61	19.39	36.22	21.22	9.77	13.40	100.00	

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58. Managers promote communication among different work units (for example, about projects, goals, needed resources).	N		5	14	8	11	8	46	1
	%	41.66	10.57	31.09	17.38	23.60	17.35	100.00	
59. Managers support collaboration across work units to accomplish work objectives.	N		6	14	11	8	8	47	0
	%	42.49	12.35	30.14	24.15	16.41	16.95	100.00	
		Percent Positive	Very Good	Good	Fair	Poor	Very Poor	Item Response Total**	Do Not Know/ No Basis to Judge
60. Overall, how good a job do you feel is being done by the manager directly above your immediate supervisor/team leader?	N		12	11	8	6	6	43	3
	%	53.09	27.63	25.46	18.09	15.61	13.21	100.00	
		Percent Positive	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Item Response Total**	Do Not Know/ No Basis to Judge
*61. I have a high level of respect for my organization's senior leaders.	N		8	12	9	9	9	47	0
	%	42.62	17.05	25.56	19.20	18.66	19.52	100.00	
62. Senior leaders demonstrate support for Work/Life programs.	N		8	14	11	8	4	45	2
	%	49.73	17.46	32.27	23.89	17.78	8.60	100.00	
		Percent Positive	Very Satisfied	Satisfied	Neither Satisfied nor Dissatisfied	Dissatisfied	Very Dissatisfied	Item Response Total	Do Not Know/ No Basis to Judge
*63. How satisfied are you with your involvement in decisions that affect your work?	N		7	18	6	9	7	47	NA
	%	52.60	14.45	38.15	12.95	20.39	14.07	100.00	
*64. How satisfied are you with the information you receive from management on what's going on in your organization?	N		14	7	9	12	5	47	NA
	%	44.91	29.74	15.16	18.96	26.05	10.08	100.00	
*65. How satisfied are you with the recognition you receive for doing a good job?	N		8	17	8	8	6	47	NA
	%	52.42	16.64	35.78	16.41	19.04	12.13	100.00	
*66. How satisfied are you with the policies and practices of your senior leaders?	N		10	10	8	12	7	47	NA
	%	42.36	21.02	21.33	17.26	25.49	14.89	100.00	
*67. How satisfied are you with your opportunity to get a better job in your organization?	N		4	9	13	7	14	47	NA
	%	27.01	8.43	18.58	29.18	15.02	28.79	100.00	
*68. How satisfied are you with the training you receive for your present job?	N		8	15	8	9	6	46	NA
	%	48.93	17.27	31.66	17.91	20.04	13.12	100.00	

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*69. Considering everything, how satisfied are you with your job?	N		12	14	4	12	4	46	NA
	%	55.73	25.38	30.34	8.70	27.04	8.53	100.00	
*70. Considering everything, how satisfied are you with your pay?	N		7	17	7	13	3	47	NA
	%	50.90	14.60	36.30	14.58	27.73	6.79	100.00	
71. Considering everything, how satisfied are you with your organization?	N		8	15	8	10	6	47	NA
	%	48.85	16.74	32.11	16.83	21.37	12.95	100.00	

72. Have you been notified that you are eligible to telework? Telework means working at a location other than your normal work site during your regular work hours (excludes travel).

	N	%
Yes	43	95.09
No	2	4.91
Not sure	0	0.00
Total	45	100.00

73. Please select the response below that BEST describes your current teleworking situation:

	N	%
I telework 3 or more days per week.	0	0.00
I telework 1 or 2 days per week.	5	10.59
I telework, but no more than 1 or 2 days per month.	14	29.85
I telework very infrequently, on an unscheduled or short-term basis.	21	43.99
I do not telework because I have to be physically present on the job (e.g., Law Enforcement Officers, Park Rangers, Security Personnel).	1	2.76
I do not telework because I have technical issues (e.g., connectivity, inadequate equipment) that prevent me from teleworking.	0	0.00
I do not telework because I did not receive approval to do so, even though I have the kind of job where I can telework.	1	2.41
I do not telework because I choose not to telework.	5	10.39
Total	47	100.00

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74. Do you participate in the following Work/Life programs? Alternative Work Schedules (AWS)

	N	%
Yes	27	57.40
No	18	38.47
Not available to me	2	4.13
Total	47	100.00

75. Do you participate in the following Work/Life programs? Health and Wellness Programs (for example, exercise, medical screening, quit smoking programs)

	N	%
Yes	11	23.12
No	26	56.56
Not available to me	10	20.32
Total	47	100.00

76. Do you participate in the following Work/Life programs? Employee Assistance Program (EAP)

	N	%
Yes	8	18.07
No	32	71.12
Not available to me	5	10.81
Total	45	100.00

77. Do you participate in the following Work/Life programs? Child Care Programs (for example, daycare, parenting classes, parenting support groups)

	N	%
Yes	1	2.00
No	31	67.36
Not available to me	15	30.63
Total	47	100.00

78. Do you participate in the following Work/Life programs? Elder Care Programs (for example, support groups, speakers)

	N	%
Yes	1	2.00
No	33	71.71
Not available to me	13	26.28
Total	47	100.00

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79. How satisfied are you with the following Work/Life programs in your agency? Telework	N		10	20	4	5	1	40	0
	%	73.76	24.31	49.46	9.64	13.32	3.27	100.00	
80. How satisfied are you with the following Work/Life programs in your agency? Alternative Work Schedules (AWS)	N		17	8	1	1	0	27	0
	%	92.40	62.64	29.76	4.01	3.58	0.00	100.00	
81. How satisfied are you with the following Work/Life programs in your agency? Health and Wellness Programs (for example, exercise, medical screening, quit smoking programs)	N		4	5	2	0	0	11	0
	%	82.18	35.59	46.59	17.82	0.00	0.00	100.00	
82. How satisfied are you with the following Work/Life programs in your agency? Employee Assistance Program (EAP)	N		1	7	1	0	0	9	1
	%	86.03	10.13	75.90	13.97	0.00	0.00	100.00	
83. How satisfied are you with the following Work/Life programs in your agency? Child Care Programs (for example, daycare, parenting classes, parenting support groups)	N		1	0	0	0	0	1	0
	%	100.00	100.00	0.00	0.00	0.00	0.00	100.00	
84. How satisfied are you with the following Work/Life programs in your agency? Elder Care Programs (for example, support groups, speakers)	N		1	0	0	0	0	1	0
	%	100.00	100.00	0.00	0.00	0.00	0.00	100.00	

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The work/life satisfaction results only include employees who indicated that they participated in the program.

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