



MEMORANDUM TO: Stephanie Westphal,
Office of Planning and Policy Analysis-OPM

Lucy Antoine, Human Capital Officer-OPM

FROM: Madeleine McCain, Director-Operations

RE: Employee Survey Results Evaluation Statement

Attached is the requested evaluation statement for the final Employee Satisfaction Survey results for FY '11 for IMLS.

Evaluation of Results:

The agency scored especially high (i.e., 90% favorable - Strongly Agree/Agree or Very Satisfied/Satisfied) on a majority of the items for questions measuring employee satisfaction with respect for the organization, high standards of honesty and integrity among organizational leadership and leaders generate high levels of motivation and commitment in the workforce. Additionally employee's reported they were fully invested in their jobs and committed to the agency's mission, goals and policy had a favorable rating. On the other hand, the lowest scores were obtained on the items measuring Work/Life programs and communications among different work units about projects and goals. The leadership of the Institute will focus on targeted areas in FY 2012.

If you have any questions, please contact me at mmcain@imls.gov or by dialing 202-653-4627.

INSTITUTE OF MUSEUM AND LIBRARY SERVICES

About this report

Part of delivering a world-class Federal workforce is acknowledging that our employees are our greatest asset. It is for this reason that we focus on employee perceptions regarding critical areas of their work lives: areas which drive employee satisfaction, commitment, and ultimately retention in the workforce.

This report highlights your agency's areas of strengths and challenges, identifies areas of progress and opportunities for improvement. Your agency's 2011 results are compared with both the 2011 Governmentwide results and your agency's 2010 survey results. These results allow agency leaders and employees to reflect on past accomplishments while setting priorities for the future.











WHO RESPONDED











IMLS 89% response rate GOVERNMENTWIDE 49% response rate

STRENGTHS AND CHALLENGES

 STRENGTHS  CHALLENGES  GOVERNMENTWIDE

Your agency's 5 highest % positive and % negative ratings, including the 2011 Governmentwide percentage for comparison.

7. When needed I am willing to put in the extra effort to get a job done.	 98%	 97%
8. I am constantly looking for ways to do my job better.	 93%	 92%
12. I know how my work relates to the agency's goals and priorities.	 92%	 85%
13. The work I do is important.	 92%	 92%
14. Physical conditions (for example, noise level, temperature, lighting, cleanliness in the workplace) allow employees to perform their jobs well.	 90%	 67%






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)	 51%	 11%
30. Employees have a feeling of personal empowerment with respect to work processes.	 51%	 25%
58. Managers promote communication among different work units (for example, about projects, goals, needed resources).	 48%	 22%
67. How satisfied are you with your opportunity to get a better job in your organization?	 46%	 32%
84. How satisfied are you with the following Work/Life programs in your agency? Elder Care Programs (for example, support groups, speakers)	 43%	 8%

INCREASES AND DECREASES

 INCREASE  DECREASE

Up to 5 items with positive ratings that increased or decreased at least 5 percentage points from 2010 to 2011.

	2010	2011	Diff.
61. I have a high level of respect for my organization's senior leaders.	21%	56%	 +35
60. Overall, how good a job do you feel is being done by the manager directly above your immediate supervisor/team leader?	41%	69%	 +28
37. Arbitrary action, personal favoritism and coercion for partisan political purposes are not tolerated.	34%	58%	 +24
54. My organization's leaders maintain high standards of honesty and integrity.	32%	55%	 +23
53. In my organization, leaders generate high levels of motivation and commitment in the workforce.	21%	43%	 +22

	2010	2011	Diff.
84. How satisfied are you with the following Work/Life programs in your agency? Elder Care Programs (for example, support groups, speakers)	33%	0%	 -33
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)	26%	0%	 -26
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)	44%	23%	 -21
82. How satisfied are you with the following Work/Life programs in your agency? Employee Assistance Program (EAP)	44%	28%	 -16
57. Managers review and evaluate the organization's progress toward meeting its goals and objectives.	56%	47%	 -9

HUMAN CAPITAL ASSESSMENT AND ACCOUNTABILITY FRAMEWORK (HCAAF)

The HCAAF indices provide consistent metrics for measuring progress toward HCAAF objectives. Here are your agency results compared with the Governmentwide results.



LEADERSHIP & KNOWLEDGE MANAGEMENT



RESULTS-ORIENTED PERFORMANCE CULTURE



TALENT MANAGEMENT

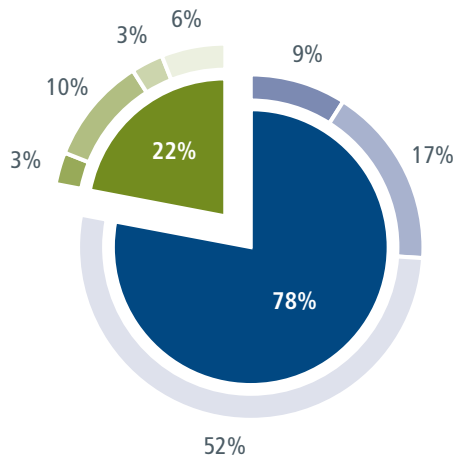


JOB SATISFACTION

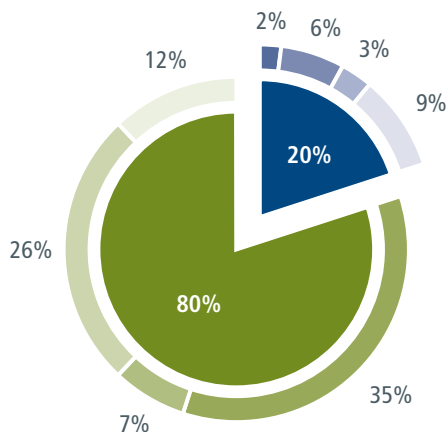


TELEWORK

IMLS



GOVERNMENTWIDE



TELEWORK

- I telework 3 or more days per week.
- I telework 1 or 2 days per week.
- I telework, but no more than 1 or 2 days per month.
- I telework very infrequently, on an unscheduled or short-term basis.

DO NOT TELEWORK

- I do not telework because I have to be physically present on the job (e.g., Law Enforcement Officers, Park Rangers, Security Personnel).
- I do not telework because I have technical issues (e.g., connectivity, inadequate equipment) that prevent me from teleworking.
- 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.
- I do not telework because I choose not to telework.

Note: The sum of percentages may not add to 100 due to rounding.



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