

YOUR VOICE MATTERS

INCLUSION

INNOVATION

EXCELLENCE

EMPOWERMENT

COLLABORATION

SIMPLE
CONFIDENTIAL
ONLINE

ALL STAFF SURVEY

25 OCT – 8 NOV
2022

Frequently asked questions

What is the 2022 'Your voice matters' survey?

The survey provides employees the opportunity to provide feedback on their experiences about how the university is performing on our transformational journey and the opportunity to express creative ideas by contributing to designing an organisation for the future.

Why are we launching a staff engagement survey?

The survey will provide insight into employee experiences at work which drive university outcomes, and the report will highlight suggestions on what we can do to enhance our culture and work practices in line with best practice for a contemporary workplace.

In addition, we will be able to see a comparison between our results and the average results from both other universities and industry sectors. Future surveys may be used to evaluate the effectiveness of strategic initiatives and monitor trends over time.

Who should complete the survey?

All employees are invited and encouraged to complete the survey across the Higher Education and TAFE sectors. This includes all continuing, fixed-term, casual and sessional academic staff.

Is it the same survey for all staff?

There is one survey for all staff to complete however the questions applicable to particular cohorts of staff may vary to enable us to focus on the employee experience for the different modes of employment.

How can I participate?

A survey link will be sent to each staff member. Simply click on the link to access the survey in your internet browser or on your mobile device and follow the prompts to complete the survey.

If you are unable to complete the survey on your own device, please contact People and Culture on od@federation.edu.au to arrange for access to a University device.

Who is Culture Amp?

Culture Amp is a third-party employee experience organisation that has partnered with more than 6,000 clients globally to collect and improve employee experiences at work based on extensive research and psychology of human behaviour. They are assisting in the design, administration, data collection and reporting of the results.

Is the survey valid?

The 'Your voice matters' survey was developed by researchers at Culture Amp. The psychometric support for the reliability and validity of the tool has been published in the Australian Journal of Psychology, a peer-review journal. In addition, the survey has been administered to over 6,000 organisations.

How will the data be used?

The data will reside with Culture Amp. They may consider using the data for benchmarking or research purposes. Again, at no time will individuals or organisations be directly or indirectly identified in published research.

What is the level of executive support for the survey?

The survey is supported by the Vice-Chancellor and the senior leadership team. Managers will provide time for all employees who choose to complete the survey.

When will the survey run?

The survey will go live for a two-week period between **Tuesday, 25 October and Tuesday, 8 November 2022.**

How long will the survey take?

The survey will take about 10-15 minutes to complete.

Is the survey anonymous?

Yes, this is an anonymous survey where responses cannot be identified to an individual.

Is the survey confidential?

All responses go directly to Culture Amp, who will host and administer the results for us. Responses will be aggregated, and free text comments will be collated for reports by work area.

Is the survey compulsory?

No, the survey is not compulsory. However, we strongly encourage you to participate, so that we are actioning on collective feedback. Any actions that are taken will reflect the views of all staff, rather than the voice of a vocal few.

What happens if I am on leave?

You are not required to participate in work-related activities while you are on leave. However, you can choose to complete the survey at your own discretion.

Why are my details pre-populated to my survey link?

This is pre-populated to enable reporting to provide targeted feedback to work areas. Your answers to these questions will be used to provide (a) group rating-scale of feedback by work area and (b) group written comments by work area. Results will only be reported for groups with 7 or more respondents.

Will the results be made available?

Yes, the results will be presented to the Vice-Chancellor's Senior Team and, following that, individual work area leaders and managers. The results will be presented on a user-friendly portal with de-identified results to enable them to share the results with you.

Who has access to the text comments provided by staff?

If an employee provides a text comment answer to a survey question, these comments will be grouped by work area and provided to the relevant leaders and managers.

The level of detail provided in your comment is up to you and we can't guarantee you won't be identifiable from your comments. So please refrain from mentioning names or providing any information that would enable individuals, including yourself, to be identified. Any comments that contain names or remarks that are potentially inappropriate will be removed from the feedback.

What can I expect to happen following the survey?

After the feedback of results to all staff, individual managers are required to develop a set of priorities and actions with their teams and these will be recorded in the Culture Amp online portal. Employees from within each area will have the opportunity to contribute to developing action plans for their areas.

Who should I contact if I have more questions?

If you have any questions, please contact the Associate Director, Organisational Development and Performance, Lisa Pickering, your People and Capability Partner or the Culture Amp Customer Success Manager, James Palmer on james.palmer@cultureamp.com.