

Name.....

Lifelong Learning in the UK Voluntary Sector

- The information given on this questionnaire will be held in complete confidence. You will not be identified in any reporting, and your name is not included in the questionnaire, but for administration purposes, please enter it at the top of the form.
- Please complete the questionnaire and return it by the 6th February 2006 using the enclosed prepaid envelope
- In the multiple choice questions, please select one option unless instructed otherwise. If none of the options apply, move on to the next question.
- If you need more space for any free text questions please continue on a separate sheet of paper, numbering your responses appropriately.

1. What type of employment contract do you have? Please tick all options that apply				
<input type="checkbox"/> ¹ Full Time	<input type="checkbox"/> ² Part time	<input type="checkbox"/> ³ Permanent	<input type="checkbox"/> ⁴ Short term	<input type="checkbox"/> ⁵ Temporary

2. Do you have any of the following qualifications (or their equivalents)? Please tick all options that apply			
<input type="checkbox"/> ¹ NVQ level 1	<input type="checkbox"/> ² GCSE	<input type="checkbox"/> ³ NVQ level 2	<input type="checkbox"/> ⁴ A level
<input type="checkbox"/> ⁵ Level 2 literacy	<input type="checkbox"/> ⁶ Level 2 Numeracy	<input type="checkbox"/> ⁷ NVQ level 3	<input type="checkbox"/> ⁸ Degree
<input type="checkbox"/> ⁹ NVQ level 4	<input type="checkbox"/> ¹⁰ Post Grad Degree	<input type="checkbox"/> ¹¹ NVQ level 5	<input type="checkbox"/> ¹² Other

3. If you answered 'other' to question 2, please specify:	
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4. What is the name of the organisation you work for?	
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5. When did you start working for this organisation?	Month:	Year:
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6. Which of the following best describes your work?			
<input type="checkbox"/> ¹ Administrative	<input type="checkbox"/> ² Clerical	<input type="checkbox"/> ³ Care Work	<input type="checkbox"/> ⁴ Secretarial
<input type="checkbox"/> ⁵ Customer Service	<input type="checkbox"/> ⁶ IT	<input type="checkbox"/> ⁷ Counseling	<input type="checkbox"/> ⁸ Advising
<input type="checkbox"/> ⁹ Project Management	<input type="checkbox"/> ¹⁰ Management	<input type="checkbox"/> ¹¹ HR	<input type="checkbox"/> ¹² Other

7. If you answered 'other' to question 6, please specify:	
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8. Do you consider yourself to be adequately trained for the job that you are doing?	<input type="checkbox"/> ¹ Yes go to Q10	<input type="checkbox"/> ² No
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9. If you answered 'no' to question 8, please explain what sort of training you think that you need.

10. Does the training you receive at work give you a qualification that would be recognised by other employers in the voluntary sector?		
<input type="checkbox"/> ¹ Yes	<input type="checkbox"/> ² Don't Know	<input type="checkbox"/> ³ No

11. Are you able to do all the training you need in work time?	<input type="checkbox"/> ¹ Yes	<input type="checkbox"/> ² No
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12. Approximately how many hours training did you do during work time during 2005?	hours
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13. Does your employer give you any financial assistance towards education/training undertaken in your own time?	<input type="checkbox"/> ¹ Yes	<input type="checkbox"/> ² No
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14. Does everyone in your organisation get the same opportunities for training?		
<input type="checkbox"/> ¹ Yes Go to Q 16	<input type="checkbox"/> ² Don't Know Go to Q 16	<input type="checkbox"/> ³ No

15. If you answered 'No' to question 13, please explain:

16. Does your employer offer you any support for learning outside the workplace? Please tick all options that apply			
<input type="checkbox"/> ¹ Paid Time Off	<input type="checkbox"/> ² Unpaid Time Off	<input type="checkbox"/> ³ Financial – loan	<input type="checkbox"/> ⁴ Financial – grant
<input type="checkbox"/> ⁵ Mentoring	<input type="checkbox"/> ⁶ Loan of books	<input type="checkbox"/> ⁷ Other	

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17. If you answered 'Other' to question 16, please explain:

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18. Have you ever been refused training by your employer

☐ ¹ No
Go to Q21

☐ ² Yes

19. What was the reason for the refusal? Please tick all options that apply

<input type="checkbox"/> ¹ No cover available for my job	<input type="checkbox"/> ² No personal development system in organisation	<input type="checkbox"/> ³ No money available for training
<input type="checkbox"/> ⁴ No one responsible for training in organisation	<input type="checkbox"/> ⁵ Subject not considered relevant to my work	<input type="checkbox"/> ⁶ Other reason

20. If you answered other to Q 19, please specify:

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21. Would it be helpful to have a structured career path, (sometimes called 'ladder for training', 'career escalator', 'professional development portfolio' or 'skills framework')?

☐ ¹ No

☐ ² Yes

22. Would you make use of a learning centre at work or close to your workplace?

☐ ¹ No

☐ ² Yes

23. Would you make use of on-line learning tailored to your professional development?

☐ ¹ No

☐ ² Yes

24. Would you be willing to accept unpaid time off for learning that is not essential to your current role?

☐ ¹ No

☐ ² Yes

25. How important is it to you to have a qualification that is transferable to other employers?

☐ ¹ Not important ☐ ² Slightly important ☐ ³ Quite important ☐ ³ Very important

26. Which of the following are most likely to prevent or discourage you from learning?

[1] Lack of time	[2] Money	[3] Family
[4] Bad experience at school	[5] No one to cover my work	[6] No interest in learning
[7] No clear idea what type of learning would benefit me	[8] Language difficulties	

Enter the numbers from each statement in the grid in order of likelihood, starting with the most likely in the left hand box.

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27. Are you planning to do any formal learning during 2006?

☐ ¹ No
Go to Q29

☐ ² Yes

28. If you answered 'no' to question 27, would you consider changing your mind if any of the following were available to you: Please tick all options that apply

<input type="checkbox"/> ¹ Paid Time Off	<input type="checkbox"/> ² Unpaid Time Off	<input type="checkbox"/> ³ Financial Assistance
<input type="checkbox"/> ⁴ Financial Incentive to train	<input type="checkbox"/> ⁵ Generic qualifications covering the voluntary sector	

29. What sort of learning would you be most likely to undertake in 2006?

<input type="checkbox"/> ¹ Computer Skills	<input type="checkbox"/> ² Languages	<input type="checkbox"/> ³ Skills related to current job
<input type="checkbox"/> ⁴ GCSE or A Level	<input type="checkbox"/> ⁵ Degree	<input type="checkbox"/> ⁶ Skills for a different job
<input type="checkbox"/> ⁷ Practical (e.g. crafts)	<input type="checkbox"/> ⁸ Physical (e.g. sport)	<input type="checkbox"/> ⁹ Other leisure interests

30. Please suggest subjects that could be incorporated in a generic qualification for the voluntary sector:

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Thank you for taking the time to complete this survey. If you are willing to be contacted for a follow up interview, please add your contact details here:

Phone:

Email:

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