



Miami Valley Communications Council
Municipal Training Academy

**WE ARE HERE TO HELP!
TRAINING NEEDS SURVEY**

Please answer the questions below so that we have a better understanding of your needs and how we can help meet those needs. Survey results will be used to develop future training programs. It can also be completed online at <https://www.surveymonkey.com/r/8FV8WDX>. Thank you!

Name:

Job Role:

City:

1. What challenges do you, your coworkers, or your employees' face that could be resolved with training?
2. What are your top priority topics for training and development over the next 6 to 12 months?
3. What trends do you foresee that training may help prepare for?
4. What annual or ongoing development topics do you, your coworkers or your employees need?

Training areas that would be of benefit to me or my employees:

<input type="checkbox"/> Coaching for Performance <input type="checkbox"/> Customer Service <input type="checkbox"/> Conflict Management <input type="checkbox"/> Using Social Media <input type="checkbox"/> Communications to Connect with the City <input type="checkbox"/> Cultural Diversity <input type="checkbox"/> Slips, Trips, Falls and Back Safety	<input type="checkbox"/> Ethics <input type="checkbox"/> Microsoft Office (Word, Excel) <input type="checkbox"/> Computer Basics <input type="checkbox"/> Energy Management/Conservation <input type="checkbox"/> Heat Stress <input type="checkbox"/> Incident & Accident Investigation <input type="checkbox"/> Chainsaw safety <input type="checkbox"/> Confined space entry	<input type="checkbox"/> Trenching and Excavation <input type="checkbox"/> Lockout Tagout Procedures <input type="checkbox"/> Other priority topics (please list) <hr/> <hr/> <hr/>
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Municipal Training Academy

1. What, if any, barriers do you face when it comes to participating in the Municipal Training Academy?
2. What improvements can we make to the way we deliver our training programs and topics?
3. What can we do better to help you be and perform "your best"?