

Training Needs Assessment Survey

Name:

Job Title:

1. Audit reports, WUE management, and staff input have indicated a need for a technical training program. What has been your general observation of the need for technical training? What do you hope the program will help accomplish?

2. Are there any areas, systems, or processes that you think could most benefit from technical training? For example, are there areas that have a higher risk of failure due to importance, aging infrastructure, staff retirements, or regulatory requirements? Can you prioritize them?

3. Looking at those areas, systems, or processes that you have identified as being most beneficial in receiving technical training – what outcomes, differences or improvements would you hope to see as a result of that training?

4. Please tell me three (3) areas, systems, or processes that you believe technical training would be most helpful to you?

5. What level of involvement could you provide to the technical training program? Would you consider becoming a trainer or subject matter expert? If so, what areas? If not, why not?

6. Are there any suggestions you would like to share as I am putting this program together? What are some things you want to see happen and/or not happen?