The Environmental Indicators Relating to Job Satisfaction Survey

Instructions: Please complete each question to the best of your ability. The answers will not be identified with you but will be analyzed in the aggregate. If you do not know the answer or prefer not to answer, please mark the appropriate choice or leave the question blank. Thank you for participating in this survey! If you wish to contact a Principal Investigator, email [jhutch@vcu.edu](mailto:jhutch@vcu.edu), or [dmbrock@vcu.edu](mailto:dmbrock@vcu.edu).

Part I. This section requests general information about your state employment.

1. How many total years have you been a state government employee? Please check only one.
   a. Less than 1 year
   b. 1-3
   c. 4-5
   d. 6-10
   e. 11-15
   f. 16-20
   g. 21-25
   h. 26-30
   i. More than 30

2. What is the highest level of education you have completed?
   a. Some high school
   b. High School Degree
   c. GED
   d. Some college
   e. Associates Degree
   f. College Degree
   g. Graduate Degree

3. Do you have one or more professional certifications?
   a. Yes
   b. No
   c. Don’t know

4. If you are currently attending school, please check one of the following.
   Full Time         Part Time
   a. High School    [  ]          [  ]
   b. GED            [  ]          [  ]
   c. Undergraduate  [  ]          [  ]
   d. Graduate       [  ]          [  ]
   e. Not attending  [  ]          [  ]

5. When will you be eligible to retire voluntarily?
   a. Within the next 12 months
   b. 1-2 years
   c. 3-5 years
   d. 6-10 years
   e. More than 10 years
   f. Not sure
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6. Please indicate your current pay band with a check mark:

   1 [ ]  5 [ ]
   2 [ ]  6 [ ]
   3 [ ]  7 [ ]
   4 [ ]  8 [ ]
   [ ] Don’t know

7. Are you an exempt [ ] or a nonexempt [ ] employee? Don’t know [ ] (check one)

8. How many hours in excess of 40 hours do you think you work in the average week?

   a. 0-5 hours     [ ]
   b. 6-10 hours    [ ]
   c. 10-15 hours   [ ]
   d. Greater than 15 hours  [ ]

9. a. Do you receive overtime pay? Yes [ ] No [ ]
     b. Comp time?       Yes [ ] No [ ]
     c. Both?            Yes [ ] No [ ]

10. My daily round trip commute to my place of employment is approximately: (check only one)

    a. Less than 1 mile    [ ]
    b. 1 mile to less than 5 miles [ ]
    c. 5 to less than 10 miles  [ ]
    d. 10 to less than 15 miles  [ ]
    e. 15 to less than 20 miles  [ ]
    f. 20 to less than 25 miles  [ ]
    g. 25 to less than 30 miles  [ ]
    h. 30 to less than 35 miles  [ ]
    i. 35 to less than 40 miles  [ ]
    j. 40 to less than 45 miles  [ ]
    k. 45 to less than 50 miles  [ ]
    l. 50 to less than 75 miles  [ ]
    m. Greater than 75 miles  [ ]

11. I usually commute to and from work by (check one):

    a. Public Transportation [ ]
    b. Car Pool [ ]
    c. Walk/Bicycle [ ]
    d. Personal Vehicle [ ]

12. Do you currently or have you ever telecommuted? Yes [ ] No [ ] Don’t Know [ ]

    If you do not currently, or have never telecommuted, skip to question 14.
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13. The average hours per week I telecommute(d) _______________.
   a. Generally, I prefer(ed) telecommuting to working in the office.
      5 4 3 2 1
      strongly agree neutral disagree strongly disagree
   b. I am (was) able to effectively meet the demands of my job through telecommuting.
      5 4 3 2 1
      strongly agree neutral disagree strongly disagree

14. Would you prefer to telecommute?   Yes [ ]    No [ ]       Don’t Know [ ]

15. Is an alternate schedule (flex-time) offered to employees in your agency?
    Yes [ ]    No [ ]    Don’t Know [ ]

16. Do you work an alternate schedule (flex-time)?
    Yes [ ]    No [ ]    Don’t Know [ ]    Not Applicable [ ]

17. I (would) prefer to work an alternate schedule (flex-time)?   Yes [ ]    No [ ]    Don’t know [ ]

Please go to the next page
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Part II. The next set of questions ask about your general feelings toward the job you have right now. Please answer each one to the best of your ability.

18. Please check the appropriate box (SA-Strongly Agree; A-Agree; N—neither agree nor disagree; D-Disagree; SD-Strongly Disagree).

   a. Generally speaking, I am very satisfied with my job. [   ] [   ] [   ] [   ] [   ]
   b. The work I do on this job is very meaningful to me. [   ] [   ] [   ] [   ] [   ]
   c. I frequently think of quitting this job. [   ] [   ] [   ] [   ] [   ]
   d. I am generally satisfied with the kind of work I do in this job. [   ] [   ] [   ] [   ] [   ]
   e. I am given enough authority to make decisions I need to make. [   ] [   ] [   ] [   ] [   ]
   f. I like the type of work I do. [   ] [   ] [   ] [   ] [   ]
   g. I believe my job is secure. [   ] [   ] [   ] [   ] [   ]
   h. I understand the long-term strategy of my agency. [   ] [   ] [   ] [   ] [   ]
   i. I have confidence in the leadership of my agency. [   ] [   ] [   ] [   ] [   ]
   j. My supervisor treats me fairly. [   ] [   ] [   ] [   ] [   ]
   k. My salary is fair for my responsibilities. [   ] [   ] [   ] [   ] [   ]
   l. The amount of vacation I receive is fair for my responsibilities. [   ] [   ] [   ] [   ] [   ]
   m. I am satisfied with my health insurance. [   ] [   ] [   ] [   ] [   ]
   n. In general, my benefits package is fair for my responsibilities. [   ] [   ] [   ] [   ] [   ]
   o. I lack the inner drive to do my work effectively [   ] [   ] [   ] [   ] [   ]
   p. The activities and tasks of my work bring me enjoyment and satisfaction [   ] [   ] [   ] [   ] [   ]
   q. The goals of my work are no longer important to me. [   ] [   ] [   ] [   ] [   ]
   s. My work load is about right. [   ] [   ] [   ] [   ] [   ]
   t. Even when given the opportunity, I have little association with my colleagues at work. [   ] [   ] [   ] [   ] [   ]
   u. The philosophy of this organization creates a positive work environment. [   ] [   ] [   ] [   ] [   ]
   v. I am committed to my work. [   ] [   ] [   ] [   ] [   ]
   x. My work is boring. [   ] [   ] [   ] [   ] [   ]
   y. Communications with key people at work are difficult for me [   ] [   ] [   ] [   ] [   ]
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19. I have the skills required to do my job effectively.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>

20. I have received adequate training to do my job.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>

21. Technology has improved my ability to do my job.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>

22. I find that the use of email has made my job easier.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>

23. I frequently respond to work-related email at home.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>

24. Has your agency undergone a reorganization that affected your work in the past 12 months?

   a. Yes [ ]
   b. No [ ]
   c. Don’t know [ ]

   *If no, skip to question 30*

25. The reorganization resulted in layoffs.

   Yes [ ] No [ ] Don’t know [ ]

26. The reorganization required that I learn new skills.

<table>
<thead>
<tr>
<th>5 strongly agree</th>
<th>4 agree</th>
<th>3 neutral</th>
<th>2 disagree</th>
<th>1 strongly disagree</th>
</tr>
</thead>
</table>
The Environmental Indicators Relating to Job Satisfaction Survey

27. The reorganization affected worker morale.

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</thead>
<tbody>
<tr>
<td>strongly agree</td>
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<tr>
<td>disagree</td>
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<tr>
<td>strongly disagree</td>
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</table>

28. I felt that my job was threatened.

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<th></th>
<th>5</th>
<th>4</th>
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<td>strongly agree</td>
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<tr>
<td>disagree</td>
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<tr>
<td>strongly disagree</td>
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</table>

29. I was laid off as the result of reorganization.

Yes [ ] No [ ] Don’t know [ ]

30. My job is affected by political decisions over which I have no control.

<table>
<thead>
<tr>
<th></th>
<th>5</th>
<th>4</th>
<th>3</th>
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<th>1</th>
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<tbody>
<tr>
<td>strongly agree</td>
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<td>agree</td>
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<td>disagree</td>
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<tr>
<td>strongly disagree</td>
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Part III. The next set of questions asks about tasks you may be involved in outside of work.

31. How many of the following elderly and other adult dependents are presently your responsibility (check all that apply).

<table>
<thead>
<tr>
<th></th>
<th>none</th>
<th>one</th>
<th>two or more</th>
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</thead>
<tbody>
<tr>
<td>a. elderly parents</td>
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<td>[ ]</td>
</tr>
<tr>
<td>b. other non-parental adults</td>
<td>[ ]</td>
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</tbody>
</table>

32. If you are not currently responsible for any elderly or other adult dependents, do you expect to be responsible for any within the next five years?

a. Yes [ ]

b. No [ ]

c. Don’t know [ ]

If you do not care for an elderly person or anticipate caring for one in the next five years, please go to question 37.

33. Approximately how many hours per week do you personally spend providing care for your elderly and/or other adult dependents?

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<tbody>
<tr>
<td>a. None</td>
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<tr>
<td>b. 1-3</td>
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<td>[ ]</td>
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<tr>
<td>c. 4-9</td>
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<tr>
<td>d. 10-19</td>
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<td>[ ]</td>
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<tr>
<td>e. 20 or more</td>
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<tr>
<td>f. Occasionally, under emergency circumstances</td>
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</tbody>
</table>


34. Employees may find it necessary to adjust their work schedules to accommodate the needs of an elderly or sick relative or partner. Which of the following have you used this past year to meet your caregiver needs? (Check all that apply.)

a. Flexible or compressed work schedule [ ]
b. Job sharing [ ]
c. Work different shifts [ ]
d. Annual leave [ ]
e. Personal leave [ ]
f. Sick leave [ ]
g. Leave with out pay [ ]
h. Work at home “on-the-clock” [ ]
i. None of the above [ ]

j. Other (please specify)_________________________________________________________________

35. I have a good support system that helps me cope with the stress of care giving.

5 strongly agree 4 agree 3 neutral 2 disagree 1 strongly disagree

36. I am the primary financial support for my elderly relative. Yes [ ] No [ ]

37. How many children under the age of 21 live with you at least half the time? Write the number of children in each age range in the space provided.

a. Birth to 5 years _______
b. 6-12 years _______
c. 13-18 years _______
d. 18 and older _______
e. None _______

If you answered “none” to all items in question 37, please skip to question 41.

38. Who provides childcare while you are at work? (Check all that apply)

a. Spouse/partner [ ]
b. Other adult relative [ ]
c. Older children [ ]
d. Friend [ ]
e. School [ ]
f. Agency sponsored child care center [ ]
g. Other child care center [ ]
h. Babysitter in my home [ ]
i. Baby sitter or child care provide in their home [ ]
j. My child or children are responsible for themselves [ ]
k. Other (Please specify)________________________________________________________________

39. Overall, how satisfied are you with your current childcare arrangements

5 very satisfied 4 neutral 3 dissatisfied 2 very dissatisfied 1

40. Parents frequently adjust their work schedules to meet their childcare needs. Which of the following have you used this past year to meet your childcare needs? (Check all that apply)

a. Flexible or compressed work schedule [ ]
b. Job sharing [ ]
c. Work different shifts [ ]
d. Annual leave [ ]
e. Personal leave [ ]
f. Sick leave [ ]
g. Leave with out pay [ ]
h. Work at home “on-the-clock” [ ]
i. None of the above [ ]
j. Other (Please specify) __________________________________________________________________

41. I work for a ‘family friendly’ agency.

5 strongly agree 4 agree 3 neutral 2 disagree 1 strongly disagree

42. Do you spend time volunteering in the community?

Yes [ ] No [ ] Don’t Know [ ]

43. About how many hours do you typically volunteer? Write the estimated number of hours in the space provided. (Choose only one item to indicate the number of estimated hours spent volunteering):

1) hours per week ________
2) hours per month ________
3) hours per quarter ________
4) hours over six months ________
5) hours over 12 months ________
6) none ________

44. What type of volunteering do you typically do? (Check all that apply)

1) Religious organization [ ]
2) Youth groups [ ]
3) Animal focused groups [ ]
4) Children’s activities [ ]
5) Elder-related activities [ ]
6) Family-oriented groups [ ]
7) Political organization [ ]
8) Civic group [ ]
9) Schools [ ]
10) None [ ]
11) Other (please specify) __________________________________________________

45. I have a strong social support network (relatives, friends, neighbors).

5 strongly agree 4 agree 3 neutral 2 disagree 1 strongly disagree
46. The next set of questions asks about your level of energy.

<table>
<thead>
<tr>
<th>Question</th>
<th>1 (always)</th>
<th>2 (often)</th>
<th>3 (sometimes)</th>
<th>4 (seldom)</th>
<th>5 (almost never)</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. How often do you feel tired?</td>
<td>[ ]</td>
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<td>[ ]</td>
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<tr>
<td>b. How often are you physically exhausted?</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
<td>[ ]</td>
</tr>
<tr>
<td>c. How often are you emotionally exhausted?</td>
<td>[ ]</td>
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<tr>
<td>d. How often do you think: “I can’t take it anymore?”</td>
<td>[ ]</td>
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<tr>
<td>e. How often do you feel worn out?</td>
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<tr>
<td>f. How often do you feel weak and susceptible to illness?</td>
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</table>

47. Are there other situations that affect your work?

___________________________________________________________________________________________

**Part IV. The next section requests descriptive information about you.**

48. Are You          Female [ ]          Male [ ]

49. Are You: (please check only one)

- African American [ ]
- American Indian [ ]
- Asian or Pacific Islander [ ]
- Hispanic/Latino [ ]
- White – not of Hispanic origin [ ]
- Other [ ]

50. How old are you?

- 18-20 [ ]
- 20-24 [ ]
- 25-29 [ ]
- 30-34 [ ]
- 35-39 [ ]
- 40-44 [ ]
- 45-49 [ ]
- 50-54 [ ]
- 55-59 [ ]
- 60-64 [ ]
- 65-69 [ ]
- 70 or above [ ]
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51. What is your marital status?
   Married [   ]
   Never married [   ]
   Separated [   ]
   Divorced [   ]
   Widowed [   ]

52. Is your spouse or partner employed?
   Yes [   ] No [   ] No spouse or partner [   ]

53. Is your spouse or partner employed:
   37 hrs/week or more [   ]
   Under 37 hours [   ]
   Not applicable [   ]

54. If not employed, spouse or partner is
   Actively seeking work [   ]
   Stays at home by choice [   ]
   Retired [   ]
   Student [   ]
   Other [   ]
   Not applicable [   ]

55. What is your household’s approximate pre-tax combined annual income? (Please check only one.)
   Less than $10,000 per year [   ]
   10,000 to 25,999 [   ]
   26,000 to 50,999 [   ]
   51,000 to 75,999 [   ]
   76,000 – 100,000 [   ]
   100,000-150,000 [   ]
   >150,000 [   ]

THANK YOU FOR PARTICIPATING IN THIS IMPORTANT SURVEY!