



AIDS Bereavement Project of Ontario

ORGANIZATIONAL ASSESSMENT QUESTIONNAIRE

The Basics

1. Name of the organization: _____
2. Position of person completing this questionnaire: _____
3. Length of time with the organization: paid _____ unpaid _____
4. In general terms, what is the mission of your group?
5. What programs and services does your organization offer? Is your service delivery area local or provincial?
6. How many staff does your agency have?
7. How many volunteers?
8. How many Board members?

The Context

9. In your opinion, what are the most important challenges facing your agency right now?
10. Can you identify significant transitions your agency has faced in the recent past?

11. What are the key strengths that your agency has now?

Organizational Impact of Loss

12. In your experience, what have been some of the impacts, if any, on your organization of:
a) grief and multiple loss?

b) change and transition?

13. In terms of your agency, how have these impacts shown themselves positively?

14. In terms of your agency, how have these impacts shown themselves negatively?

Acknowledging and Integrating Loss

15. Please comment on your agency's policies, procedures and/or practises in the following areas related to grief and loss:

- Training on grief and loss integrated into orientation of:
a) staff

b) volunteers

- Policy on bereavement or compassionate leave for:

a) staff

b) volunteers

- Formal mechanisms to acknowledge loss due to death

- Formal mechanisms to acknowledge transitions: such as closures for volunteers/staff

- Staff development sessions to examine and address the impact of loss on workers (such as Care for the Caregiver retreats)

- Please describe any additional methods your agency has in place for responding to loss.

Organizational Culture

16. From your experience, please comment on your agency's current style of working with grief and loss issues: (if there are several responses, please indicate the circumstances in which these are likely to take place)
- Formal presentations on the topic looking at theoretical aspects and relevance to the work; development of policies and procedures if required

 - Round table discussions or group sessions where workers can openly share the emotional impact of grief and loss

 - No formal structure, people tend to gather informally and talk through issues with colleagues they feel personally comfortable with

- Structured facilitated rituals and memorializing
- Nothing happens
- Other

17. Has your agency previously held workshops or presentations on grief and loss?
____Yes _____No

If yes,

a) What was useful about that experience?

b) What was not useful?

18. What do you see as grief or loss-related issues currently facing your organization?

19. What, if anything, would you like to see in place for your agency in order to enhance the response to these grief and loss-related challenges?

20. What do you expect would be different in your agency, and for your workers, as a result of the additions/changes indicated in #19?

Many thanks for taking the time to complete this survey!