



## Hawaii CSPD Recruitment & Retention Survey

### Description

**Hawaii's Comprehensive System of Personnel Development (CSPD) mission is to create an integrated personnel system that will result in a collaborative, knowledgeable and highly qualified workforce providing culturally and linguistically-responsive early learning services to keiki, birth to five with, special needs and their ohana. The CSPD is a system designed to address the challenges faced in the Early Childhood (EC) workforce, including personnel shortages, the need for additional training at both the pre-service and in-service levels, inconsistent alignment of state and national competencies and standards, challenges faced by EC personnel due to the diversity of needs of young children and their families, and inequities of preparation and compensation among those providing those services. CSPD members include Department of Health Early Intervention Services and Department of Education Special Education Services coordinators and staff, family members, and representatives from early care and education organizations, state certification/licensure bodies, higher education faculty and Center for Disabilities Studies staff.**

**One of the CSPD workgroups is focused on recruitment and retention. We know that a qualified and stable workforce is a critical part of our early childhood system. The CSPD R&R workgroup is asking you to take 5-10 minutes to participate in the following survey which will inform us about your thoughts on recruitment and retention. This survey will pose questions for both direct service providers and for agency administrators. We want to know about the working conditions you as staff feel are important for your job satisfaction and for remaining at your job. We also want to identify effective recruitment and retention strategies that can be implemented by you as administrators to improve work conditions that can keep staff with you. We will be posting our findings on our CSPD website to share with you all.**

**With much appreciation and thanks from Hawaii's CSPD team.**

1. What type of early childhood environment do you currently work in? (Select all that apply)

Head Start/Early Head Start

Family-Child Interaction Learning (FCIL)

Private preschool

Early intervention

Infant/toddler

Preschool Special Education

Home visiting

Inclusion Classroom

Family childcare (FCC)

Other (please specify)

2. What area of the state do you currently work in? (Select all that apply)

Hawaii

Molokai

Maui

Oahu

Lanai

Kauai



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3. Under what kind of entity is your program housed?

- State department
- County department
- Private non-profit
- Other (please specify)



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### 4. What is the highest level of education you have completed?

- Test of General Educational Development (GED)
- High School Diploma
- Higher Education certificate of completion
- Associates degree
- Bachelors degree
- Masters degree
- Doctoral degree
- None of the above



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5. What current certifications, licenses or credentials do you have? (Select all that apply)

- Early Childhood Special Education (ECSE) state certification
- Early Childhood Education (ECE) state certification
- Child Development Associate (CDA) credential
- Related service provider licensure/certificate (e.g., OT, PT, SLP, LSW etc.)
- None of the above



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6. What is your current role/position?

- Aide/paraprofessional
- Assistant teacher or educational assistant
- Early childhood teacher
- Special education teacher
- Speech language pathologist
- Physical therapist
- Other (please specify)
- Occupational therapist
- Care coordinator
- Family support staff/case manager
- Home visitor
- Family child care provider



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7. Do you currently work with, or have you ever worked with children with developmental delays or disabilities who have IFSPs or IEPs?

- Yes
- No



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8. Did you receive specific training (classes/workshops) on working with children with developmental delays and disabilities to support your work?

Yes

No





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9. Was this training sufficient?

- Yes
- No

10. What additional support would you want or need to work with children with developmental delays and disabilities to support your work?



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11. How many years of professional experience do you have in the EC/EI/ECSE field?

- Less than 1 year
- 1 -5 years
- 6 -10 years
- 11-15 years
- 16-20 years
- More than 20 years



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12. How long have you been in your current position?

- Less than 1 year
- 1 -5 years
- 6 -10 years
- 11-15 years
- 16-20 years
- More than 20 years



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13. When **choosing a job**, how important are the following factors?

	Not Important	Somewhat Important	Important	Very Important
Agency mission/philosophy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work schedule	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Compensation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Positive work culture/environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Job security	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Benefits package	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Opportunity for growth/advancement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workplace amenities (staff lounge, adequate parking etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please list any other factors you would consider to be "very important" when choosing a job.



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14. How do you go about looking for a job? (Select all that apply)

online job posting sites

social media

bulletin boards

word of mouth

Other (please specify)



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15. How would you rate the importance of the following factors for you to **stay in your job**?

	Not Important	Somewhat Important	Important	Very Important
Salary incentives (annual increase)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Benefits (health plan, retirement, vacation etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Professional development (professional license fee support, tuition reimbursement, training that I need to do my job well, opportunities to learn and grow)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Opportunities for advancement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Management and communication (able to share my concerns and/or opinions openly)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Positive work environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staff/colleague camaraderie	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to make a difference (contributions are valued, management involves me in decisions that affect my work and/or in the agency's continuous quality improvement effort)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work/life balance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to tools/resources needed to do my job well	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Agency leadership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Agency philosophy/values/goals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please list any other factors you would consider to be "very important" for staying in a job.

16. Has the pandemic affected your decision to either stay in your job or look for something different? If so, how?





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17. In your current role, are you responsible for the administrative supervision of staff?

Yes

No



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18. What are the challenges you face in retaining qualified staff? (Select all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Health reasons  | <input type="checkbox"/> Limited benefits package |
| <input type="checkbox"/> Family reasons  | <input type="checkbox"/> Limited career growth    |
| <input type="checkbox"/> Relocation  | <input type="checkbox"/> Geography too far        |
| <input type="checkbox"/> Agency policies and procedures  | <input type="checkbox"/> Workload too heavy       |
| <input type="checkbox"/> Lack of competitive salaries  | <input type="checkbox"/> COVID-19 pandemic        |
| <input type="checkbox"/> Please list any other challenges you face in retaining qualified staff. |   |

19. What strategies have you used to address the challenges in the previous question? Please comment on the success of the strategies that were used.



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20. In your current role, are you responsible for hiring staff?

Yes

No



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21. What are the challenges you face in recruiting qualified staff? (Select all that apply)

- Competitive salaries
- Limited benefits package
- Lack of qualified staff in the state
- Lengthy recruitment process
- Lengthy hiring process
- Geographic distance between workplace and residence
- Geographic area served
- Please list any other challenges you face in recruiting qualified staff.
- Workload perceived as too heavy
- Program instability
- Financial instability
- Limited opportunities for professional development
- Work environment
- COVID-19 pandemic

22. What strategies have you used to address the challenges in the previous question? Please comment on the success of these strategies.



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23. How many position openings do you have currently?

- Zero
- 1-5
- 6-10
- 11-20
- More than 20



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24. What types of positions (if any), have you had to frequently fill with candidates who do not fully meet position requirements because of a shortage in qualified candidates for the position?



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25. Please list which positions have the highest turnover rate.

26. Please list which positions are most difficult to fill.



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27. Does your agency conduct exit interviews?

- Yes
- No

If "Yes", how do you use the information from these interviews to inform your recruitment or retention strategies?





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### Optional Demographic Questions

28. What is your age?

- 18 to 24
- 25 to 34
- 35 to 44
- 45 to 54
- 55 to 64
- 65 to 74
- 75 or older

29. What is your race or ethnicity?

- Asian
- Black or African American
- Hispanic or Latino
- Middle Eastern or North African
- Multiracial or Multiethnic
- Native American or Alaska Native
- Native Hawaiian or other Pacific Islander
- White
- Another race or ethnicity, please describe below

Self-describe below: