

Draft 4/10/25

Employee Satisfaction Survey verbiage for the Employee Handbook:

An annual employee satisfaction survey will be conducted at the start of each year. The goal of this survey is to gather valuable employee feedback to foster a positive and supportive work environment, enhance job satisfaction, and improve staff retention.

All individual survey responses will be kept strictly confidential. A summary of the overall results and key findings will be shared with Hamlet Board members, the Hamlet House Manager, and the Hamlet Director in order to identify areas for improvement, support employee well-being, and implement meaningful changes that enhance workplace satisfaction and retention.