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# MAWD Education & Training Needs Study

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June 2016

Aichinger Consulting

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## MAWD Education & Training Needs Study

### **Purpose**

The study was commissioned to:

- Identify the priority education and training needs for staff and Managers of the member Watershed Districts
- Identify existing training programs that could meet some or all of these training needs
- Make recommendations for development of training programs to meet the identified training needs.

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### The Survey

Audience

Questions – Appendix 1

Results Success – Appendix 2

Through on-line survey and hard-copy survey returns, there was a 50% response rate.

	All	Budget Under \$500 K/ yr.*	Budget Over \$1 Million*
Total Staff Responses	72	17	38
Total Manager Responses	73	21	38

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### Survey Results

#### Major Findings:

- In general, Managers perceived that there was less need for training than staff.
- 100% of staff and 80% of Managers felt that more training is needed beyond the annual meeting.
- Approximately 50% of staff and Managers have attended 3 of the last 5 Annual Meetings.
- 92% of staff and 81% of Managers felt that additional Board training would improve Board effectiveness, performance and Board/Staff relations.
- 100% of staff and Managers felt that new Manager training would be beneficial during the first year of office.

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### Priority Training Needs

Survey responses were evaluated by total average score and percent "important" and "very important" responses. The responses were also broken down by staff, Managers, all Districts, small Districts and large Districts.

#### *Staff - All Districts*

1. New Manager Training
2. Continuing Education for Administrators
3. Board meeting management.
4. Staff Technical Training.
5. Establish good working relationships with Cities/Counties.

#### *Managers – All Districts*

1. New Manager Training
2. Watershed laws and rules.
3. New Administrator Training.
4. Establish good working relationships with Cities/Counties.
5. Project funding methods.

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### Program Delivery Options

The Training/Education Program Delivery section of the survey attempted to collect feedback from staff and Managers on their preference for the type of program delivery for each of six training topic categories:

- Board training – Board Chair duties, effective meeting management, Board/staff relationships, staff performance review procedures.
- Board skills development – general education on new technologies/ BMPs, developing water management issues.
- New Administrator education/training
- Administrator Leadership development
- Administrator/Staff skills development
- Conflict management training/mediation or special issue assistance

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### **Program Delivery Options**

The survey provided a choice between seven delivery options for each training topic category. Respondents were encouraged to select more than one option if they thought multiple options applied:

- Training provided at a regular or special Board meeting through in-person presentation or via interactive webinar.
- A recorded training program that could be played at a District meeting and facilitated by District staff or an outside trainer.
- Individualized training provided in-person at a District scheduled non-Board meeting.
- A regional location that could service your District as well as other Districts or SWCDs in your area (half-day to full-day)
- Training provided at a Metro or central Minnesota location to serve a statewide training audience (one to two full-days).
- Training provided through presentations at the Annual Summer meeting.
- Training provided through presentations at the Annual Conference.

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### **Program Delivery Option Survey Results**

- In general, staff and Managers preferred the regional location or the Annual Conference training option.
- There was a general lack of interest in electronic or Internet-based training approaches.
- Most respondents seemed to be only selecting one choice as their preferred option.
- This is an area that deserves more discussion. Electronic options along with live facilitated internet-based approaches would be able to solve the accessibility (travel time and expense) concerns of staff and Managers.

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