# Employee Engagement Survey

**Public Service Commission** 

2015 Report



This summary report provides insights on how to improve our employees' workplace which will help cultivate an engaging work environment and culture.

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#### Introduction

To build a strong public service delivering quality service to the public, it is essential to reach out and ask our employees for their input in improving their work environment.

This is the eighth in a series of government-wide engagement surveys that has been conducted by the Public Service Commission, since 2004. The 2015 "How's Work Going?" Employee Engagement Survey was conducted across government department, agencies and commissions.

The fieldwork for the survey ran from March 4 to April 8th, with approximately 6,800 employees participating in the survey, for an overall response rate of 61%. Across the participating departments the median response rate was 76%. The March timeframe has been consistent for all eight surveys conducted. For more information of the survey methodology please refer to the government-wide report.

This report contains a summary Public Service Commission results for the participating permanent  $^2$ , contract and term employees. The Department response rate was 96%.

#### How can the results of an employee survey be used?

An employee survey is a communication and management tool. The survey is a way for employees to communicate openly and honestly with government leaders and management. The results provide Government with a picture of where they are now, through their employee's eyes. The results relay employees' opinion on how effective they believe their current work environment is, and what employees feel is important. This can guide an organization's efforts to improve the quality of work life for their employees.

As a management tool, employee surveys are diagnostic tools that can help pinpoint employees concerns, and can draw attention to areas that employees feel are not being adequately addressed. The information helps inform Government of what is working, what needs adjustment and what is just not working. It can inform Government if an issue is Government-wide, or a particular concern for a demographic group (gender, age, department, etc.) Employee surveys may direct an organization to the areas that need further exploration; while employee comments can help highlight the meaning behind their responses.

<sup>&</sup>lt;sup>2</sup> Includes both fulltime and part-time employees

## Engagement

The Government of Nova Scotia defines employee engagement as the extent to which individuals feel connected to and involved with their jobs and their organization

Engagement is about developing a work environment and culture that fosters a productive, satisfied and committed workforce driven to provide service excellence and superior results.

Our research tells us that engaged employees:

- Find satisfaction in their work
- Are committed to the organization's goals
- See themselves as part of the organization's success
- Are proud of the work they do
- Are inspired to give their best
- Are proud of their organization
- Intend to remain with the organization
- Feel valued as an employee

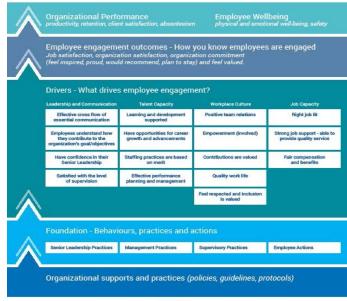
## Our Approach to Measuring & Understanding Employee Engagement

Government of Nova Scotia uses an analytical framework to measure and understand the various factors and experiences in an employee's work environment that contributes to building an engaging environment which ultimately affects employees' wellbeing and government's success

Our work and the survey questions are based on a comprehensive analytical framework, the Employee Engagement Model (see Figure 1).

The analytical framework, initially built in 2004, focuses on measuring employee engagement and the work experiences that affect employees' levels of engagement. We use this knowledge to assess progress, identify strengths and concerns, and to focus our efforts towards meaningful actions.

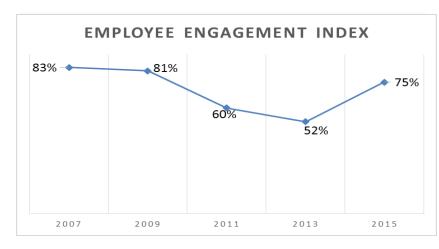
#### **Employee Engagement Framework**



### **Overall Engagement Levels**

Employee engagement is the extent to which individuals feel connected to and involved with their jobs and their organization.

As noted in the Figure below, the current level of employee engagement as measured by the Employee Engagement index is 75.



The Government-wide employee engagement index is 60.

The Table 1 below provides the agreement scores for the engagement characteristics.

#### **Employee Engagement**

Satisfied with my job	73%
Satisfied with my department	76%
Satisfied with work as Government of NovaScotia employee	78%
Proud to tell people they work for the Government of Nova Scotia	75%
Inspired to give their best	80%
Would recommend the Government of Nova Scotia as a greatplace to work	65%
Would prefer to stay with the Government of Nova Scotia, even if offered a similar job elsewhere	73%
Overall, feel valued as a Government of Nova Scotia employee	64%

# Engagement Driver and Themes Indices Results

The driver average provides information on a particular work factor while an index provides more of overall comprehensive view on a wider topic area. The four indices used in the survey match the four pillars in the Corporate EngagementStrategy, 'Pride in the Public Service'. The indices provide measurement framework to track progress of the strategy.

### Report highlights

#### The Drivers results

#### **Quality Work Environment (Driver indices)**

Pillar 1- Leadership Index	71%
Pillar 2- Talent Index	59%
Pillar 3- Workplace Culture Index	76%
Pillar 4- Job capacity Index	74%

#### Areas of Strength (>60% agreement)

- Clear direction and expectations
- Senior leadership and communication
- Direct supervisory and management
- Learning and development
- Team
- Empowerment
- Quality work life
- Diverse, inclusive and respectful environment
- Job Fit (Work)
- Compensation and benefits

#### **Opportunities to Build (51-60% agreement)**

Recognition

#### Areas of Concern and Focus (< 50% agreement)

- Career growth and advancement
- Staffing and performance management
- Orientation

## Summary

### Strengths maintained or have grown

- Clear direction and expectations
- Senior leadership and communication
- Direct supervisory and management
- Learning and development
- Team
- Empowerment
- Quality work life
- Diverse, inclusive and respectful environment
- Work
- Job Supports
- Compensation and benefits

### Strengths (declined)

None

### Opportunities & Concerns that have been improving

- Recognition
- Orientation
- Career growth and advancement
- Staffing and performance management

### Opportunities & Concerns maintained or declined

None

## Retention Intentions, Harassment and Discrimination Result

Employee confident that senior leadership will try to resolve issues raised by employees in this 2015 How's Work Going? employee engagement survey	70%
Future intentions	
Employee stated retention intentions	
I intend to stay with the Government of Nova Scotia for 2 years or less	13%
I intend to stay with the Government of Nova Scotia for 3-5 years	22%
I intend to stay with the Government of Nova Scotia for 6-10 years	22%
I intend to stay with the Government of Nova Scotia for 11 years or more	43%
For employees planning on leaving the Government of Nova Scotia within the next 5 years, their main reasons were:	
Going to a job elsewhere	23%
Retiring from the work force	51%
Moving for personal reasons	5%
End of term contract or temporary assignment	5%
Returning to school	0%
Prefer not to say or other	16%
Bullying and harassment	
During the past 12 months the percentage of employees who stated they have experienced harassment/bullying behaviour at work	11%
Discrimination	
During the past 12 months the percentage of employee who stated they have experienced discrimination behaviour at work	5%

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Employee engagement index	60	75
Quality Environment Drivers and Indices:		
Pillar 1- Leadership Index	55	71
Organizational direction and expectations	70	77
Leadership and organizational communication	44	62
Direct supervisor and manager	60	78
Pillar 2- Talent Index	47	59
Learning and development	52	66
Career growth and opportunities	41	48
Staffing and performance planning	40	45
Pillar 3- Workplace Culture Index	61	76
Team (co-worker relationship)	66	81
Empowerment (includes employee involvement and innovation)	56	72
Recognition	41	56
Quality Work Life (includes safe, healthy and mental well-being)	61	79
Diverse, inclusive and respectful environment	65	80
Pillar 4- Job Capacity Index	69	74
Work	70	79
Job Supports	55	66
Orientation	62	50
Compensation and benefits	62	76

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Employee engagement index	60	75
Employee engagement		
Employees are satisfied with my job	66	73
Employees are satisfied with their department	55	76
Overall, employees are satisfied with their work as Government of Nova Scotia employee	66	78
Proud to tell people they work for the Government of Nova Scotia	59	75
Inspired to give their best	66	80
Would recommend the Government of Nova Scotia as a great place to work	53	65
Would prefer to stay with the Government of Nova Scotia, even if offered a similar job elsewhere	58	73
Overall, feel valued as a Government of Nova Scotia employee	47	64

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Pillar 1- Leadership Index		
Organizational direction and expectation		
Employees have a clear understanding of work and what is expected of them	79	80
Employees have a clear understanding of their department's priorities	63	74
Employees know how their work contributes to the achievement of their department's goals	68	77
Leadership and organizational communication	45	67
The department senior leadership are genuinely interested in their well-being	45	67
The department senior leadership sets a good example for employees	46	67
The department senior leadership provides clear direction	42	58
The department senior leadership makes timely decisions	37	51
Essential information flows effectively from senior leadership to staff	39	63
Essential information flows effectively from staff to senior leadership	41	54
Have confidence in the department senior leadership	47	65
Have confidence in their senior leader	52	72
Direct supervisor and manager		
The person they report to considers their work-related ideas	73	88
Employees receive recognition from the person they report to for a job well done	65	83
The person they report to gives employees feedback about their work performance	61	78
The person they report to manages conflict in their work unit	48	67
Employees satisfied with the quality of supervision they receive	64	78
Essential information flows effectively from management in their work unit to staff	49	73
Employees feel trusted by their management	63	77
Employees have confidence in their management team	55	77

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Pillar 2- Talent Index		
Learning and development		
Employees have access to the right training and development opportunities	52	68
Employees have adequate opportunities to develop their skills	49	63
Organization supports employees work-related learning and development	55	67
Learning and development activities completed in the past 2 years have helped to improve their performance	55	63
Learning and development activities completed helped them to develop their career		58
Staffing and performance planning In their department, hiring, promotion and other staffing processes are free from favouritism	39	47
In their department, hiring, promotion and other staffing processes are based on education, skills, knowledge and experience	42	49
Most recent performance plan helped employees achieve their work goals	42	46
Most recent performance plan is helping employees work towards their career goals	37	42
Career growth and opportunities  Employees are satisfied with the way their career growth and advancement is progressing with the	44	48
Government of Nova Scotia.		

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Pillar 3- Workplace Culture Index		
Team		
A healthy atmosphere (e.g. trust, mutual respect) exists in their work unit	59	78
Members of their team communicate effectively with each other	60	73
Employees have a positive working relationship with their coworkers	80	91
Empowerment		
Innovation is valued in their work	50	68
Employees feel free to suggest innovative ideas	62	76
Employees have the freedom to make decisions to do their job well	57	71
Employees have the opportunities to provide input into decisions that affect their work	56	71
Recognition		
Department does a good job formally recognizing its employees	35	44
Employees receive meaningful recognition for work well done	41	59
Employees feel valued for their contributions at work	47	65
Quality Work Life		
Employees have support at work to balance my work and personal life	65	80
If applicable, employees flexible work arrangement helps me achieve balance in my work and personal life	68	84
Employees feel safe working in their job	77	93
Department creates a healthy work environment for its employees	58	76
Department creates a work environment that supports and cares about employees' emotional well-being	49	74
Employees work-related stress is manageable	58	72
Employees would describe my workplace as healthy, safe and supportive of employees' emotional well-being	51	72
Diverse, inclusive and respectful environment		
Department values diversity	66	82
In department, policies and practices are fair and equitable	59	68
Employees in department respect individual differences	67	82
Employees feel they are treated respectfully at work	73	89
In department, the opinions and perceptive of people from diverse backgrounds are considered in the enhancement of employees' work tasks and practices	60	78

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Pillar 4- Job Capacity Index	_	
Work		
Employees' job is a good fit for their skills and interests	82	81
Employees have a choice in deciding how they do my work	65	80
In department, I have opportunities to implement ideas to improve their work	62	77
Employees work gives them a sense of personal accomplishment	70	77
Job Supports		
Employees are provided with the communication they need to do their job well	51	67
Employees are provided with the equipment and resources they need to do their job well	58	69
Employees' workload is manageable	57	60
Employees' have support at work to provide a high level of service	55	67
Orientation		
If I have been employed less than 2 years or started a new job in the last 2 years, received an orientation	62	50
Compensation and benefits		
Employees feel they are compensated fairly	54	63
Employees are satisfied with their benefits (e.g. health, dental, LTD)	72	86
Employees are satisfied with their pension	61	78

Appendix A-PSC 2015 detail results	Gov Overall	PSC Overall
Taking action		
Confident that their senior leadership will try to resolve issues raised by employees in this 2015 How's Work Going? employee engagement survey	43	70
Confident that managers where they work will take actions to resolve issues in this survey	47	67
Future intentions The following statements reflects employees intention to stay with Government of NS		
Intend to stay with the Government of Nova Scotia for 2 years or less	12	13
Intend to stay with the Government of Nova Scotia for 3-5 years	20	22
Intend to stay with the Government of Nova Scotia for 6-10 years	24	22
Intend to stay with the Government of Nova Scotia for 11 years or more	44	43
If planning on leaving the Government of Nova Scotia within the next 5 years, the main reason:		
Going to a job elsewhere	27	23
Retiring from the work force	49	51
Moving for personal reasons	3	5
End of term contract or temporary assignment	3	5
Returning to school	1	0
Other	17	16
Bullying and harassment		
During the past 12 months have experienced harassment/bullying behaviour at work.	19	11
Discrimination		
During the past 12 months have experienced discrimination behaviour at work.	6	5

### Appendix B-Public Service Commission: Trend Results 2007-2015

	2007	2009	2011	2013	2015	07 to '09	09 to '11	11 to -13	13 to '15
Employee Engagement Index	83%	81%	60%	52%	75%	-2%	-21%	-8%	+23
Quality Work Environment (Driver indices)									
Pillar 1- Leadership Index	78%	71%	50%	49%	71%	-7%	-21%	-1%	+22
Pillar 2- Talent Index	72%	73%	58%	40%	59%	1%	-15%	-18%	+20
Pillar 3- Workplace Culture Index	n/a	79%	68%	65%	76%	n/a	-11%	-3%	+11
Pillar 4- Job capacity Index	88%	81%	71%	69%	74%	-7%	-10%	-2%	+5
Employee Engagement B01. I am satisfied with my job	78%	81%	52%	56%	73%	3%	-29%	4%	⊥17
B01. I am satisfied with my job  B02. I am satisfied with my department	78% 78%	75%	52%	56% 44%	73%	-3%	-29% -23%	-8%	+17
B03. Overall, I am satisfied with my work as a Government of Nova Scotia employee	93%	86%	65%	58%	78%	-7%	-23%	-7%	+32
B04. I am proud when I tell I work for the Government of Nova Scotia	74%	85%	61%	52%	75%	11%	-24%	-9%	+23
B05. I am inspired to give my best	89%	84%	64%	62%	80%	-5%	-20%	-2%	+18
B06. I would recommend the Government of Nova Scotia as a great place to work	78%	82%	53%	45%	65%	4%	-29%	-8%	+20
B07. I would prefer to stay with the Government of Nova Scotia, even if offered a similar job elsewhere	85%	73%	64%	52%	73%	-12%	-9%	-12%	+21
B08. Overall, I feel valued as a Government of Nova Scotia employee	n/a	n/a	n/a	39%	64%	n/a	n/a	n/a	

	2007	2009	2011	2013	2015	07 to '09	09 to '11	11 to	13 to '15
Pillar 1- Leadership Index									
	78%	71%	50%	49%	71%	-7%	-21%	-1%	+22
Organizational direction and expectation									
A13. I have a clear understanding of my work and what is expected of me	n/a	85%	77%	73%	80%	n/a	-8%	-4%	+7
A15. I know how my work contributes to the achievement of my department's goals	85%	82%	62%	62%	77%	-3%	-20%	0%	+15
My leadership and organizational communication									
A29. The senior leadership in my department are genuinely interested in my well-being	85%	76%	40%	38%	67%	-9%	-36%	-2%	+29
A30. The senior leadership in my department sets a good example for employees	78%	70%	38%	30%	67%	-8%	-32%	-8%	+37
A31. The senior leadership in my department provides clear direction	65%	62%	32%	32%	58%	-3%	-30%	0%	+26
A32. The senior leadership in my department makes timely decisions	52%	48%	27%	27%	51%	-4%	-21%	0%	+24
A33. Essential information flows effectively from senior leadership to staff	65%	54%	34%	34%	63%	-11%	-20%	0%	+29
A34. Essential information flows effectively from staff to senior leadership	n/a	n/a	34%	41%	54%	n/a	n/a	7%	+13
A35. I have confidence in the senior leadership of my department	76%	72%	39%	34%	65%	-4%	-33%	-5%	+31
My direct report and manager									
A19. The person I report to considers my work-related ideas	89%	84%	77%	76%	88%	-5%	-7%	-1%	+12
A20. I receive recognition from the person I report to for a job well done	83%	74%	61%	60%	83%	-9%	-13%	-1%	+23
A21. The person I report to gives me feedback about my work performance	78%	71%	70%	69%	78%	-7%	-1%	-1%	+9
A24. The person I report to manages conflict in my work unit	59%	57%	56%	53%	67%	-2%	-1%	-3%	+14
A25. I am satisfied with the quality of supervision I receive	85%	76%	65%	66%	78%	-9%	-11%	1%	+12
A26. Essential information flows effectively from management in my work unit to staff	n/a	n/a	n/a	54%	73%	n/a	n/a	n/a	+19

	2007	2009	2011	2013	2015	07 to '09	09 to '11	11 to -13	13 to '15
Pillar 2- Talent Index	72%	73%	58%	40%	59%	1%	-15%	-18%	+20
Learning and development									
A40. I have to access the right training opportunities	89%	78%	65%	59%	68%	-11%	-13%	-6%	+9
A41. I have adequate opportunities to develop my skills	n/a	n/a	n/a	47%	63%	n/a	n/a	n/a	+16
A42. My organization supports my work-related learning and development	78%	76%	67%	50%	70%	-2%	-9%	-17%	+20
Staffing and performance planning									
A45. In my department, hiring, promotion and other staffing processes are free from favouritism	n/a	n/a	40%	28%	43%	n/a	n/a	-12%	+15
A46. In my department, hiring, promotion and other staffing processes are based on education, skills, knowledge and experience	56%	76%	50%	43%	46%	20%	-26%	-7%	+3
A22. My most recent performance plan helped me achieve my work goals	n/a	n/a	n/a	51%	60%	n/a	n/a	n/a	+9
A23. My most recent performance plan is helping me work towards my career goals	n/a	n/a	n/a	41%	53%	n/a	n/a	n/a	+12
Career growth and opportunities									
A47. I am satisfied with the way my career growth and advancement is progressing with the Government of Nova Scotia.	n/a	n/a	36%	30%	48%	n/a	n/a	-6%	+18
A48. I have opportunities for career growth within the Government of Nova Scotia	65%	69%	48%	29%	48%	4%	-21%	-19%	+19

	2007	2009	2011	2013	2015	07 to '09	09 to 111	11 to	13 to
Pillar 3- Workplace Culture Index*		79%	68%	65%	76%	n/a	-11%	-3%	+11
My team									
A16. A healthy atmosphere (e.g. trust, mutual respect) exists in my work unit	n/a	70%	60%	57%	78%	n/a	-10%	-3%	+21
A18. I have a positive working relationship with my coworkers	94%	95%	88%	93%	91%	1%	-7%	5%	-2
Empowerment									
A09. Innovation is valued in my work	83%	75%	61%	56%	68%	-8%	-14%	-5%	+12
A10. I feel free to suggest innovative ideas	n/a	80%	73%	67%	76%	n/a	-7%	-6%	+9
A11. I have the freedom to make decisions to do my job well	n/a	n/a	n/a	58%	71%	n/a	n/a	n/a	+13
A12. I have the opportunities to provide input into decisions that affect my work	83%	78%	61%	58%	71%	-5%	-17%	-3%	+13
Recognition									
A37. My department does a good job formally recognizing its employees	n/a	n/a	n/a	28%	44%	n/a	n/a	n/a	+16
A38. I receive meaningful recognition for work well done	74%	63%	46%	45%	59%	-11%	-17%	-1%	+14
A39. I feel valued for my contributions at work	82%	73%	58%	47%	65%	-9%	-15%	-11%	+18
Quality Work Life									
A56. I have support at work to balance my work and personal life	80%	75%	74%	70%	80%	-5%	-1%	-4%	+10
A58. I feel safe working in my job	100%	96%	89%	85%	93%	-4%	-7%	-4%	+8
A59. My department creates a healthy work environment for its employees	94%	79%	51%	50%	76%	-15%	-28%	-1%	+26
A61. My work-related stress is manageable	n/a	80%	59%	54%	72%	n/a	-21%	-5%	+18
Diverse, inclusive and respectful environment									
A63. My Department values diversity	91%	89%	77%	70%	82%	-2%	-12%	-7%	+12
A65. Employees in my department respect individual differences	89%	79%	75%	59%	82%	-10%	-4%	-16%	+23
A66. I am treated respectfully at work	n/a	87%	78%	70%	89%	n/a	-9%	-8%	+19

	2007	2009	2011	2013	2015	07 to '09	09 to -11	11 to -13	13 to '15
Pillar 4- Job Capacity Index	88%	81%	71%	69%	74%	-7%	-10%	-2%	+5
My Job									
A01. My job is a good fit for my skills and interests	87%	88%	80%	80%	81%	1%	-8%	0%	+1
A03. In my department, I have opportunities to implement ideas to improve my work	n/a	n/a	n/a	57%	77%	n/a	n/a	n/a	+20
My Job Supports									
A05. I am provided with the communication I need to do my job well	82%	66%	46%	42%	67%	-16%	-20%	-4%	+25
A06. I am provided with the equipment and resources I need to do my job well	83%	76%	67%	73%	69%	-7%	-9%	6%	-4
A07. My workload is manageable	n/a	61%	60%	57%	60%	n/a	-1%	-3%	+3
A08. I have support at work to provide a high level of service	89%	74%	62%	58%	67%	-15%	-12%	-4%	+9
A49. If I have been employed less than 2 years or started a new job in the last 2 years, I received an orientation <sup>5</sup>	n/a	n/a	n/a	19%	50%	n/a	n/a	n/a	+31
Compensation and benefits									
A50. I am compensated fairly	59%	54%	44%	54%	63%	-5%	-10%	10%	+9
A51. I am satisfied with my benefits (e.g. health, dental, LTD)	n/a	n/a	n/a	74%	86%	n/a	n/a	n/a	+12
A52. I am satisfied with my pension	n/a	n/a	n/a	72%	78%	n/a	n/a	n/a	+6

	2007	2009	2011	2013	2015	07 to '09	09 to '11	11 to	13 to
<b>Taking action</b> C01. I am confident that my senior leadership will try to resolve issues raised by employees in this 2015 How's Work Going? employee engagement survey	70%	68%	38%	44%	70%	-2%	-30%	6%	+26
Future intentions C03. Which of the following statements reflects your intentions to stay with the Government	nt of Nova S	cotia							
I intend to stay with the Government of Nova Scotia for 2 years or less	9%	8%	15%	15%	13%	-1%	7%	0%	-2
I intend to stay with the Government of Nova Scotia for 3-5 years	22%	28%	31%	22%	22%	6%	3%	-9%	0
I intend to stay with the Government of Nova Scotia for 6-10 years	26%	24%	23%	17%	22%	-2%	-1%	-6%	+5
I intend to stay with the Government of Nova Scotia for 11 years or more	43%	40%	32%	46%	43%	-3%	-8%	14%	-3
C04. If you are planning on leaving the Government of Nova Scotia within the next 5 years, please indicate the main reason									
Going to a job elsewhere	n/a	n/a	18%	29%	23%	n/a	n/a	11%	-6
Retiring from the work force	7%	8%	51%	23%	51%	1%	43%	-28%	+28
Moving for personal reasons	n/a	n/a	0%	0%	5%	n/a	n/a	0%	+5
End of term contract or temporary assignment	n/a	n/a	0%	3%	5%	n/a	n/a	3%	+2
Returning to school	n/a	n/a	0%	2%	0%	n/a	n/a	2%	-2
Prefer not to say or other	n/a	n/a	32%	41%	16%	n/a	n/a	9%	-25
Bullying and harassment D01. During the past 12 months have experienced harassment/bullying behaviour at work	20%	24%	21%	31%	11%	4%	-3%	10%	-20
Discrimination D02. During the past 12 months have experienced discrimination behaviour at work	7%	12%	4%	5%	5%	5%	-8%	1%	0