Data Essentials: Roles and Competencies

Please indicate to what degree you feel your organization meets these objectives to help make data accessible and useful for all staff members. We encourage honest answers that will help shape goals for improvement.

For each question, circle one answer: 1 is "Little to None" 3 is "Improving" and 5 is "Most of the Time"

SECTION 1: IDENTIFYING AND DEVELOPING STAFF, MANAGEMENT, AND STAKEHOLDER ROLES

1.	Do staff that work directly with clients apply their expertise to data management processes?	1	2	3	4	5
2.	Do staff that work in data management apply their expertise to service delivery and client relations?	1	2	3	4	5
3.	Do all staff roles collaborate synergistically to link service delivery with data collection for continuous quality improvement?	1	2	3	4	5
4.	Do all staff competencies include responsibilities that support data-driven decision making?	1	2	3	4	5

SECTION 2: IMPLEMENTING STRATEGIES THAT BUILD STAFF, MANAGEMENT, AND STAKEHOLDER COMPETENCIES

5.	Are data competencies incorporated in the staff selection process for all roles within your program?	1	2	3	4	5
6.	Does your organization provide diverse learning opportunities for staff to develop their data competencies?	1	2	3	4	5
7.	Does your organization provide data literacy trainings to develop competencies across all staff?	1	2	3	4	5
8.	Does your program provide coaching or mentoring opportunities to develop data competencies at all staff levels?	1	2	3	4	5

SECTION 3: MAXIMIZING AND DEVELOPING INDIVIDUAL AND ORGANIZATIONAL CAPACITY TO OPERATE WITHIN A CULTURE OF EVIDENCE

9.	Are all staff and stakeholders encouraged to take on leadership roles in discussing data?	1	2	3	4	5
10.	Are all staff and stakeholders encouraged to take on leadership roles in developing responsive strategies for mid-course corrections and modifying programs as needed based on data-driven decision?	1	2	3	4	5
11.	Does program leadership use technical and adaptive leadership techniques to accomplish program outcomes?	1	2	3	4	5
12.	Does your program have administrative support, operations, and data systems that are used to facilitate continuous quality improvement?	1	2	3	4	5