

Weber County, UT Department Head Questionnaire

Department	Position Title	Your Name
1. Are there special or atypical requirements (education, certification, licenses, special training, etc.) for positions in your department that we should be aware of?		
2. Does your department facilitate programs or processes unique to the organization? Please indicate if these programs or processes are uncommon in surrounding/peer organizations.		
3. Are there positions within your department that we should pay special attention to (due to title issues, classification issues, salary issues, special requirements, etc.)?		
4. Are there position titles in your department that need to be adjusted or updated to better reflect the nature or level of work that is performed in that position? Either by adjusting the title, consolidating positions, establishing new classifications or career ladders, etc.		
5. Have you experienced any <u>unusual</u> turnover in your department? What positions? In your opinion, what is the cause of this unusual turnover?		
6. What types of recruitment issues, if any, do you face when you have a vacancy in your Department? Do you believe your current pay / pay scale provides salaries that are sufficient to attract and retain candidates which meet the position's minimum requirements?		
7. Please list <u>public</u> peer organizations that should be considered for the market study. These are organizations you compete against for talent. They may be similar in size, services offered, population served, organizational revenue, or geographic proximity.		