

# EMPLOYEE NEEDS ASSESSMENT



TO COLLECT :

OUR DATA :

<b>Employee age distribution/ average age</b>	Our median employee age is _____. Based on what I know of our workforce, I expect that over time <u>more / fewer / the same</u> number of employees will have young children. <i>(circle one)</i>
<b>Parental leave counts</b>	On average over the past 5 years there have been _____ parental leaves each year. This is approximately how many children under 6 exist in our employees' homes.
<b>Dependent counts</b>	About _____% of our employees participate in our health care program. There are _____ dependents enrolled in our health care program. 25% of this number is _____, which may approximate the number who are under 6. 50% of this number is _____, which may approximate the number who need some type of care support (after school, summer, etc.).
<b>Employee work sites and work locations</b>	From reflecting on work sites and home locations as well as work location requirements and routines, insights include the following about location: <ul style="list-style-type: none"><li>•</li><li>•</li><li>•</li></ul>

**What else have you heard from employees about the need for child care?**

<ul style="list-style-type: none"><li>•</li><li>•</li><li>•</li></ul>
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**SUMMARY / Reflecting on all of the data above, what are your insights about employee needs:**

<ul style="list-style-type: none"><li>•</li><li>•</li><li>•</li></ul>
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