

Instructions on how to participate

Homelessness NSW and the Australian Housing and Urban Research Institute (AHURI) are doing an online survey which will help us to support the sector into the future.

Please help us by sharing information about the survey with the relevant people in your organisation.

For each organisation/funding contract we are seeking:

- **One completed survey** from a person who is able to answer questions about the organisation/funding contract as a whole (e.g. CEO, human resources or finance manager, other high level manager).
If your organisation is large and has more than one funding contract with DCJ to deliver homelessness services in NSW, then we are seeking separate responses for each funding contract held by your organisation. This means there would need to be a survey completed by a high-level manager, CEO or similar, for each funding contract.

AND

- **As many responses as possible** from front line workers and practitioners

This is the link to the survey: <http://www.ahuri.edu.au/HomelessnessNSWSurvey>

You can access the survey on your PC, tablet or mobile phone. The survey will be open until 15 August 2021

Who should complete the survey?

The survey is for everyone who works in the NSW homelessness sector.

If you are a **practitioner** you will need to select '**Senior Officer/Practitioner/Front line Staff**' to describe your role in the organisation. This will take you through to the practitioner's survey which will take 15-20 minutes to complete. No preparation is necessary.

If you are a **CEO, human resources or finance manager, other high-level manager**, you will need to select SHS Board Member, SHS CEO, SHS Senior Manager, SHA Manager. The survey will take around 20-30 minutes to do the survey. The information you will need to have at hand when completing the survey includes:

- Number of full time / part time employees of the organisation
- Usual length of fixed term contracts offered to staff



- Age groups of staff
- Number of Aboriginal staff members and whether they are front line staff, senior officers, managers, or in leadership and executive positions
- Changes in the past 12 months to the number of employees
- Proportion of clients accessing the service who are Aboriginal/ non-Aboriginal
- Whether the organisation is contracted to provide services to Aboriginal clients
- Annual revenue of the entire organisation
- Types and amount of training undertaken by staff and what their training needs are

Questions?

If you have any questions, please contact Clare Gardiner: clare@homelessnessnsw.org.au