

Questions for Personnel Check-In

Questions in accordance with GH Volunteering Policy:

1. *Are you satisfied in your role?*
2. *Do you feel you are adequately trained to undertake your role?*
3. *Are you being asked to take on responsibilities that you don't want to, or feel you are unable to take on?*
4. *Is there any particular skill or experience that you would like to build on at the moment, in order to help you achieve their career goals?*
5. *Did I bring at least one educational opportunity to this meeting to help you develop skills and experience that you want to develop?*
6. *Are your hours okay – do you feel like you have a good amount of work?*
7. *Are there any other issues personal or otherwise that you'd like to discuss that may affect your work over the next three months?*