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BAR ACADEMY

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R A I S E T H E B A R

LEADING WELL: HEARING FROM YOUR TEAM

Whether at-home or returning to the bar, it is important for team members to feel engaged and listened to. Follow our guide to producing a digitised survey to support and respond to your team effectively during this time.

*Please consult [WHO](#) and country specific legislation and guidelines at all times.

STEP 1: CHOOSE AN APP TO HOST YOUR SURVEY

There are a number of apps available to make pulling together a team survey really quick and easy, including: Survey Monkey, Typeform and Google Sheets.

STEP 2: BUILD OUT YOUR SURVEY WITH A SERIES OF RELEVANT QUESTIONS

Discover what's working well and what you could be doing better with the suggested survey questions included.

STEP 3: CHOOSE THE RIGHT PLATFORM FOR SHARING A LINK TO YOUR SURVEY

Example platforms: a staff only webpage, private Facebook group and/or WhatsApp group. Include a deadline to gather results sooner rather than later.

STEP 4: WELCOME IN A NEW ERA!

Use results to effectively communicate and establish good ways of working in and outside of the bar.

STEP 5: USE THIS SURVEY AS A BLUEPRINT.

Update and reissue the survey after any big changes. For example, sharing six months after reopening or after a big shift in ways of working.

EMPLOYEE ENGAGEMENT SURVEY QUESTIONS

Add a short introduction to your survey to let staff know how important their responses are and how seriously you will take each of them.

1. HOW HAVE YOU FOUND TIME AWAY FROM THE BAR?

- Not great OK Great

2. HAVE YOU FELT VALUED DURING THIS TIME?

- Yes No

If not, what could we be doing better to support you?

3. DO YOU FEEL YOU RECEIVED ENOUGH COMMUNICATION FROM THE MANAGEMENT TEAM?

- Yes Not really Not at all

Tell us why.

4. WHAT TYPE OF CONTACT DO YOU PREFER?

- Group chats
 Email updates
 Team video calls
 Personal phone check-ins

Other? Tell us more below.

5. WHAT'S YOUR BIGGEST CONCERN ABOUT RETURNING TO YOUR JOB?

- Health and Safety
 Job security
 Childcare provisions
 Commuting

Other? Tell us more below.

6. Would you be happy to work across other areas when you return?

- Yes
 No
 Maybe

We really appreciate you taking time to complete this survey. Your answers will help us shape what the new normal could look like and help us best support you all during these unpredictable times.