

CENTER for VICTIM RESEARCH

Building an evidence base for victim services

Virginia Victim Assistance Academy Training Needs Assessment Survey

Author(s) of Instrument:

Sherri Johnson

Key References: Publications related to this instrument

Virginia Department of Criminal Justice Services. (2007). *Results of the Virginia Victim Assistance Academy Needs Assessment Survey.*

Primary Use/Purpose: This section describes what this instrument was designed to measure.

To establish a State Victim Assistance Training Academy, the Virginia Department of Criminal Justice Services (DCJS) developed this training needs survey to help identify the most needed areas of training to promote the delivery of a consistent base level of victim assistance services statewide.

Background and Development: How and why this instrument was developed.

The Virginia Department of Criminal Justice Services received a planning grant from the U.S. Department of Justice to establish a State Victim Assistance Training Academy to be held during Summer 2008.

Psychometrics (if applicable): Any testing of this instrument.

N/A.

Link to Instrument: Link to the instrument if available.

See attached.

Submitted by: James McDonough submitted this instrument to the CVR Instruments Collection and certified permission to publicly share this instrument.

Virginia Victim Assistance Academy Training Needs Assessment Survey

Introduction:

The Virginia Department of Criminal Justice Services received a planning grant from the U.S. Department of Justice to establish a State Victim Assistance Training Academy to be held during Summer 2008. As part of the planning process, we developed this training needs survey to help identify the most needed areas of training to promote the delivery of a consistent base level of victim assistance services statewide.

Please answer the following questions about training needs as accurately as possible.

I. Professional/Educational Background

1. For which type of agency/organization do you work? *(check all that apply to best describe your agency/organization)*

- Court
- Domestic Violence Program (stand-alone)
- Dual Program (sexual assault and domestic violence)
- Faith-Based Organization
- Federal Government Agency
- Hospital
- Law Enforcement
- Local Government Agency
- Non-English Speaking Population (agency specifically serving)
- Non-Profit
- Probation and Parole
- Prosecution
- Sexual Assault Crisis Center (stand-alone)
- State Government Agency
- Tribal (State recognized)
- University/School
- Victim Service Provider
- Victim/Witness Program
- Other *(describe):*

(If respondent checks "Non-English Speaking Population (agency specifically serving)" s/he will go to question 1a.)

1a. Which non-English speaking population(s) does your agency serve?

2. In which region is your office/agency located? (check one)

Central
Northern
Shenandoah Valley
Southwest
Tidewater

3. How would you describe your population service area? (check all that apply)

Urban
Suburban
Rural
Statewide

4. What best describes your primary role at your agency? (check one)

Administrator/Manager
Advocate for Children
Advocate for the Elderly
Advocate for Persons with Disabilities
Advocate for Victims of Domestic Violence
Advocate for Victims of Drunk Driving Crashes
Advocate for Victims of Sexual Violence
Advocate for Victims' Rights
Case Manager
Counselor/Therapist
Court Advocate
Crisis Intervention Specialist
Development/Fund Manager
Educator/Trainer
Gender/Hate Crimes Specialist
Homicide Investigator/Specialist
Property Crime Investigator/Specialist
Researcher
Substance Abuse Counselor/Advocate
Victims' Services Provider
Other (describe):

5. What is the highest level completed in your educational background? (check one)

High School Diploma/GED
Associate's Degree

Bachelor's Degree
Master's Degree
JD
MD
PhD
Other (*describe*):

6. How many years have you worked with victims or in the victim services field? (*check one*)

Less than one year
One to three years
Over three years

(If respondent checks "Over three years" s/he will go to question 6a.)

6a. You responded that you have worked in the victim services field for more than 3 years. How many years have you worked in this field? (*enter numerical response*)

7. Are you a manager? (For purposes of this survey, manager is defined as having supervisory responsibilities for staff.) (*check one*)

Yes
No

If respondent checks "No," s/he will go to question 7a.

7a. Are you the only person in your victim assistance office or program (is it a one-person office)? (*check one*)

Yes
No

II. Interest/Ability to Attend

8. What is your level of interest in attending the Virginia Victim Assistance Academy? (*check one*)

Very interested
Somewhat interested
Neither interested nor uninterested
Somewhat uninterested

Very uninterested

If respondent checks "very interested" or "somewhat interested," s/he will go to questions 9 – 14.
If respondent checks "neither interested nor uninterested," "somewhat uninterested," or "very uninterested" s/he will skip to question 15.

9. Why do you want to attend the Virginia Victim Assistance Academy? (check all that apply)

- Career change
- Changes in the law
- Continuing education/credits
- Degree/certification
- Professional development
- Responding to new types of crimes
- Other (describe):

10. Are you interested in receiving advocate credentialing or college credit (for a fee) for your attendance at the Virginia Victim Assistance Academy? (check one)

- Yes, advocate credentialing
- Yes, college credit
- Yes, both
- No

11. Assuming the Academy is held in the Richmond area, which of the listed expenses would your agency or other sponsoring organization be willing to pay for?

(For each listed expense, check either yes, no, or don't know)

Expense	Yes	No	Don't know
travel expenses (e.g. mileage, lodging for week-long training, etc.)			
registration fee of \$300			
continuing education units (CEUs) for academy attendance			
college credits for academy attendance			

12. What factors might prevent you from attending a Victim Assistance Academy (e.g. time off from work, cost, need special accommodations due to disability, etc.) ?

III. Training

13. Which type of training material format do you prefer? *(check all that apply)*

CD-ROM

DVD

Paper/hard copy

Web-based tutorial

Other *(describe)*:

14. Which type of training delivery format do you prefer? (It is anticipated that this academy will consist of 45 hours of training.) *(check all that apply)*

5 consecutive days of training

Combination of classroom and distance learning

Distance learning (via web)

Series of weekends

Other *(describe)*:

15. Have you ever attended a National Victim Assistance Academy? *(check one)*

Yes

No

16. Have you ever attended a State Victim Assistance Academy? *(check one)*

Yes

No

IV. Training Topics

The training topics section is divided into six subsections: (a) criminal justice system issues, (b) professional/management issues, (c) services issues, (d) types of victimization, (e) victims' issues, and (f) working with special populations.

Although this section of the survey is lengthy, it is also critical in helping us design a state victim assistance academy curriculum that accurately reflects the needs of Virginia’s victim assistance professionals. We ask that you carefully consider each of the listed topics and respond accordingly. And we thank you in advance for your patience with this section of the survey.

Instructions: Review the list of training topics in the following tables. Fill in the information in the corresponding columns to the right of each listed topic, as instructed.

In Column 1. Indicate on which of the following topics you have received training during the last 3 years. *(check all that apply)*

In Column 2. For each listed topic, indicate whether you have a “high need” for training, a “medium need” for training, or a “low need” for training. *Any training topics for which there is no check will be considered “low or no need”.*

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17a. Criminal Justice System Issues					
Overview of the criminal justice system and the roles of the professionals (law enforcement, prosecution, defense, judge, probation/parole)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Post-sentencing issues (notification, release, transfer, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Restorative justice/community justice/parallel justice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rights and obligations of victims/witnesses in criminal cases	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Understanding the various justice systems (federal, juvenile, military, state, tribal)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17b. Professional/Management Issues					
Active listening/empowerment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Case management/confidentiality/record keeping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community outreach and education	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collaboration for victims’ rights and services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cultural sensitivity/competency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Diversity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ethics of victim assistance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grant writing and funding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
History of the victims’ rights movement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Legal advocacy and support	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Media coverage/media relations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Performing administrative tasks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Understanding DNA and evidence collection	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vicarious trauma and self-care/care for the caregiver	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Victimology	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workload and resource/staff limitations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17c. Service Issues					
Access to community resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advocacy/Role of domestic and sexual violence, and victim-witness advocates	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Assisting special populations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Basic victim service provider functions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communicating with/engaging clients	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community crisis response to mass violence/terrorism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Crisis intervention	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Death notification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
De-escalation of violence and lethality assessment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Direct services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial assistance for victims of crime (restitution/civil remedies)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Legal protection options (protective orders, release conditions, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support group fundamentals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Victim impact (panels, statements, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17d. Types of Victimization					
Adult sexual abuse/assault	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Campus crime/victimization	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Child abuse/neglect	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Child sexual assault	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Computer crimes/identity theft	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dating violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Domestic violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Driving Under the Influence (DUI)/Driving While Intoxicated (DWI)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial crimes/fraud	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gang violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hate/Bias crimes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Homicide	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Human trafficking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identity theft	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
School violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sexual coercion/statutory rape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stalking (including use of technology for stalking)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technology-facilitated crime (computer, cell phone, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Terrorism/mass violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workplace violence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17e. Victims' Issues					
Civil litigation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Crime victims' compensation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mental health	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Substance abuse and victimization (service barriers, risk factors, coping mechanism, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Understanding/responding to grief, trauma, post traumatic stress disorder	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trauma of victimization	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Victims' rights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Column 1:		Column 2:		
	Had training in last 3 years?		Low need	Medium need	High need
	Yes	No			
17f. Working with Special Populations					
Children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Elderly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Immigrants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lesbian, gay, bisexual, transgender (LGBT)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mentally ill	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Non-English speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Persons with disabilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rural victims	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Victims of human trafficking/slave trade	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

18. Is there any other type of victim assistance training that was not listed in questions 17a - f that you have received in the past 3 years? (briefly list)

19. Which other types of victim assistance training would you like to receive? *(briefly describe)*

19a. Which other types of victim assistance training would you like your staff to receive? *(briefly describe)*

(Managers Only – this question will appear only if question 7= yes)

20. What are your top three “most needed” victim assistance training topics? *(Please list in rank order:*

1 = most needed training, 2 = second most needed training, and 3 = third most needed training.)

- 1.
- 2.
- 3.

20a. What are your staff members’ top three “most needed” victim assistance training topics?

(Please list in rank order: 1 = most needed training, 2 = second most needed training, and 3 = third most needed training.)

(Managers Only – this question will appear only if question 7= yes)

- 1.
- 2.
- 3.

21. What is your agency’s most challenging victim assistance issue? *(briefly describe)*

22. Is there anything else you would like to tell us about your training needs?

Contact information

If you would like to receive upcoming announcements about attending the Virginia Victim Assistance Academy, please give us your contact information and we will add you to our VVAA mailing list.

Name

Title

Agency

City(ies) and/or county(ies) your agency serves

Mailing Address

Phone (do not list hot-line number)

Fax

Email

Next, we have a few questions that are unrelated to the Virginia Victim Assistance Academy needs assessment.

A. Is your position funded by grant funds administered by the Victims Services Section of the Department of Criminal Justice Services?

Yes

No

Not sure

(If respondent checks "Yes" s/he will go to question A-1.)

A-1. What is the funding source for your position?

The Virginia Sexual and Domestic Violence Victim Fund
Sexual Assault Program grant funds
Victim/Witness grant funds
V-STOP grant funds
Not sure
Other (*describe*):

B. Have you ever attended training provided by the Victims' Services Section, such as Program Management Training, Basic Program Management Training, Grant Renewal, Summer Institutes, etc.?

Yes
No

**Thank you for completing this Training Needs Assessment.
We appreciate your taking the time let us know about your training needs and preferences.**