

DEPARTMENT OF FACILITIES MANAGEMENT

# QUALITY OF WORK LIFE REPORT 2013-15



# 2015 QUALITY OF WORK LIFE SURVEY

All Dalhousie faculty and staff are invited to complete the 2015 Quality of Work Life Survey (formerly workplace survey) from **April 20 to May 4, 2015**.

We want to hear from YOU on the kind of workplace you want.



# 2015 QUALITY OF WORK LIFE SURVEY

The online survey will be emailed to Dalhousie employees from Howatt HR on April 20. The survey is anonymous and your identification will not be known.

There will be workstations made available for employees without access to a computer at work. Please speak with your supervisor to schedule a session.



# FM QUALITY OF WORK LIFE

Since the 2013 Workplace Survey, there have been a number of initiatives undertaken within the Department of Facilities Management to promote a culture of teamwork.

The Team Building Advisory Group has been instrumental in this progress with significant contributions to our FM workplace experience including the development of our employee appreciation program, The Stoker Awards.



EVENTS



# BOOTS 'N' BLOOMS

Boots 'n' Blooms began as an annual tradition at the Agricultural Campus and was adopted at the Studley Campus with the first event in June 2014.

Staff, faculty and students come together to freshen up the campus gardens just in time for summer.

Gardening activities are facilitated by the FM Grounds Crew.



# PINK DAY

Facilities Management is a key partner in Dalhousie's annual "Pink Day" to promote the university as a respectful working and learning environment.

"They come out in droves to the barbeque and organize more of their own activities for that day each year. The result of this year's collaborative art project, under the direction of FM's own Zeqirja Rexhepi, now hangs in LeMarchant Place – a terrific reminder of both a great initiative and the great message of respect at Dal."

Janice MacInnis, Dalhousie Human Resources



# TEAM COFFEE BREAKS

FM team coffee breaks were conceived by the Team Building Advisory Group as a way to build departmental relationships.

The first event was hosted by the Finance and Administration group in December 2014, followed by a second event hosted by the Senior Management Team in March 2015.

The purpose of these events is for staff to have a chance to catch up with co-workers, meet new people and experience the work environments of different teams.





# SOFTBALL TEAM EVENTS

FM has an active team in the Bruce Moore Memorial Co-ed Summer Softball League for Dalhousie faculty and staff.

In 2013, we hosted our first team BBQ event and we make a special effort to attend significant games throughout the season and playoffs in support of our team.



# AC MOVEMBER

The FM team enjoys getting involved in Movember fundraising every year with fun activities including team events, and photo shoots.

Our Agricultural Campus FM team participated and hosted their first Movember BBQ in 2014.



# SPRING DEPARTMENTAL MEETING

Each year, FM hosts two departmental meetings for all staff, incorporating guest speakers and team-building activities.

In April 2014 we tried a new format for the Spring meeting, a celebration of sustainability, featuring a presentation on relevant projects and a mini trade show.

This was a great opportunity for staff to learn about the work of different units within FM, such as the green cleaning products used by our custodial group and the employee bus pass program.



INITIATIVES



# TEAM BUILDING ADVISORY GROUP

In 2013, the FM Team Building Advisory Group committed to developing an Employee Appreciation Program to encourage our employees and celebrate their contribution to the goals of the Department and the University.

Our new program, the Stoker Award, was launched successfully at the annual Holiday Luncheon in December 2014.



# THE STOKER AWARDS

The Stoker Awards were named in memory of James and Margaret Stoker – the original caretakers of the Henry Hicks Arts & Administration Building.

The purpose of this program is to recognize the hard work and outstanding achievements of individuals and teams within FM. In the first year awards were presented for Team Appreciation, Safety, and Innovation to the winning teams of Zones 3&4, Zone 1, and Security Services, whose actions and attitudes exemplify our departmental values.



# “SEASIDE DREAMS”

Seaside Dreams is a collaborative art piece consisting of different buildings on Dalhousie campus' with significance to each team. Each piece was painted by a unit team, cut out by the carpentry unit, and then assembled by the paint shop.

It was presented for the first time as the Team Appreciation Award at the at the 2014 Stoker Awards Ceremony and is currently on display in the HR office in the Henry Hicks Building.



# “MAKING A DIFFERENCE” PINS

The “Making A Difference” Pins were launched at the first annual Stoker Awards ceremony at the 2014 FM Holiday Luncheon. Members of the Team Building Advisory Group gave a pin to an FM colleague as a gesture of thanks for their support.

The pin is then to continue being passed along each month to another team member who is making a difference in the workplace.





# KUDOS

Kudos are informal messages of thanks to FM employees from clients and co-workers.

Over the past several years kudos have evolved to become the basis of our employee appreciation program and the Stoker Awards.

Current kudos are displayed on a digital screen in the 4<sup>th</sup> floor CSB foyer and personalized thank you cards are given to recipients.

## DAVE SLADE AND PAUL HOULD FROM GROUNDS MAKE HOWE HALL SHINE FOR THE PRESIDENTS SCHOLARSHIP RECEPTION!



Dave Slade and Paul Hould

May 2014

Presidents' Scholarship Reception

Maryanne Barkley  
Facilities Manager, Howe Hall, Mini  
Residence & Residence Houses  
Dalhousie University



KUDOS



## ELECTRICAL TEAM HELPS ZEBRAFISH LAB PROJECT COME TO LIFE!



May 2014

Life Science Research Institute-  
Zebrafish Lab Project

Kudos from Kendall Brian Isnor  
SC CEI  
F.C O'Neill, Scriven & Assoc.



KUDOS



# WorkSAFE@Dal

WorkSAFE@Dal is a collaboration of FM and the School of Occupational Therapy that aims to reduce injury rates and promote safe working practices amongst employees.

Through hands on experience, Occupational Therapy students work together with Dal custodians to learn, educate, promote injury prevention, and increase safety in the workplace.

In the Fall of 2014 WorkSAFE completed it's first term for credit in the Occupational Therapy program and in February 2015, WorkSAFE launched a poster campaign with a feedback session and celebration event at the LeMarchant Place Atrium.

IN THE NEWS:

[Dal News - October 14, 2014](#)



# DaISAFE MOBILE APP

An initiative of Security Services in 2014, DaISAFE is a new mobile app providing quick and easy access to Security Services, Tiger Patrol, interactive maps, campus notices, parking info, and many other resources to enhance personal safety.

Version 1.1 now available for Android, iOS, and Blackberry.



# FLEXTIME

FM trades employees now have more flexibility in their schedules and work hours.

Staff are able to work extra hours certain days of the week in order to take a day off, while still maintaining the regular number of hours.



AWARDS



# HEALTHY WORKPLACE AWARD NOMINEE

Nominated for the annual Healthy Workplace Award in 2014, Facilities Management was recognized and featured in Dal News showcasing our collaborative art piece for Pink Day. The FM crew actively participates in many ways to promote a healthier workplace at Dal.

IN THE NEWS:

[Dal News - January 6, 2015](#)



# ENVIRONMENTAL HEALTH & SAFETY AWARD

## WorkSAFE@Dal

The Dalhousie Environmental Health & Safety Committee recognized FM Custodial Services and the School of Occupational Therapy, for our initiative with the WorkSAFE@Dal Program and the collaborative effort to help improve safe work practices for custodial activities on campus.

IN THE NEWS:

[Dal News April 2, 2015](#)



TRAINING





# ENGLISH AS A SECOND LANGUAGE

FM partnered with Dalhousie College of Continuing Education to create the first ever “Communication in the Workplace” program in March 2014.

The program, created specifically for FM staff, is offered to ESL (English as second or additional language) employees and focuses on grammar, workplace safety and day-to-day communication.



# LEED TRAINING

FM project managers receive specialized training in the Canada Green Building Council Leadership in Energy and Environmental Design Green Associate Program.

As an example of Dalhousie's commitment to sustainability, many of our project management staff have received their LEED GA designation.



# PMP TRAINING

FM project managers receive specialized training in the Project Management Institute's (PMI) Project Management Professional Program (PMP).

Many of our project management staff have received their PMP designation and continue their advancement in this program through ongoing professional development.



# APPA LEADERSHIP TOOLKIT TRAINING

FM team leaders have the opportunity to attend specialized training workshops through our membership with APPA.

APPA used to stand for the Association of Physical Plant Administrators in the late 1960's through the early 1990's. Today, the association is known as APPA: Leadership in Educational Facilities, and is most easily recognized and referred to as simply "APPA."

