

## **New Bern Parks and Recreation Staff Training on Evaluation**

### **Programs and Services**

Staff are trained on an annual basis on how to evaluate programs and services that are provided. Staff are trained in the following areas:

- Six (6) program and service determinants and the Program Proposal
- Program Quality & Improvement
- Personnel
- Policies
- Participant Outcomes
- Local, Regional, and National Trends

Each item is reviewed and discussed as it pertains to existing programs and planning for future programs.

### **Facilities**

Facility Managers are trained on an annual basis on how to evaluate facilities, amenities, and grounds. Staff are trained in the following areas:

- Updates on Operation Manual SOPs
- Operational Budget
- Monthly Facility Audits
- Facility Audit Action Plan
- Monthly Reports
- Work Orders
- Inventory and supplies
- Personnel