

ARCS Workforce and Capacity Survey

The purpose of this survey is to further understand workforce and capacity issues in our sector. The results of the survey will be used to inform discussions during the ARCS Workforce and Capacity Summit. *The information obtained in this survey will be anonymous and remain confidential other than metadata pulled together from the answers. Raw data will only be accessed by the ARCS office and will not be shared with anyone else including members of the workforce and capacity steering committee.*

The survey is divided into three sections:

- *Section 1: About you and your organisation*
- *Section 2: About your functional area or department*
- *Section 3: Ideas to be tabled and discussed at the summit*

Name / contact details below will be kept confidential (and are collected for the purpose of clarifying any of your responses and to provide you the outcomes from the survey and summit).

* Address

Your name

Your position / title

Your Company

Email Address

Phone Number

ARCS Workforce and Capacity Survey

Section 1: About you and your organisation

Your role (*please select one*):

Your organisation (*select one*)

Section 1: About you and your organisation

Where is your head office based? *(please select one)*:

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Section 1: About you and your organisation

Which of the following best describes your organisation? *(please select one)*

How many people work in your organisation in Australia?

How many people work in R&D in Australia?

Which of the following R&D functions does your organisation have based in Australia?

- Manufacturing
- Pre-clinical
- Pharmacovigilance
- Clinical
- Regulatory affairs
- Medical Information
- Medical affairs
- Medical writing
- Data Management
- Other *(please specify)*

End of Section 1 - thank you

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Section 2: About your functional area or department

Please complete section 2 for a specific department or functional area.

Please indicate your functional area (*please select one*)

What is your department's projected growth over the next 12 months in headcount in Australia?

What is your department's projected growth over the next 24 months in headcount in Australia?

How would you describe your confidence in meeting this growth by recruitment of local talent (i.e., based in Australia)?

Not very confident

Not confident

Neutral

Confident

Very confident

The ability to recruit local talent since the start of the COVID pandemic has become...

Much harder

Harder

About the same

Easier

Much easier

How many people in your department are employed on work visas (all types)?

Section 2: About your functional area or department

Please provide more information about these visas (e.g., Global Talent Visa program, Temporary Skill Shortage visa (subclass 482) etc.)

Are these visas 'fit for purpose'?

If *No*, please elaborate (*otherwise, click 'Next' below*)

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Section 2: About your functional area or department

Over the next 24 months what do you see as the anticipated impact of digitisation of the workforce on your department?

Very minor	Minor	Neutral	Major	Very Major
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Over the next 24 months, what is the likelihood that your department will increase its support of activities in the Asia Pacific region?

Very likely	Likely	Neutral	Unlikely	Very unlikely
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Over the next 24 months, what is the likelihood that some work currently being conducted in Australia will be offshored?

Very Likely	Likely	Neither likely nor not unlikely	Unlikely	Very Unlikely
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you answered *very likely* or *likely* to the the offshoring question, what factors / considerations are impacting these decisions? (*otherwise, click 'Next' below*)

Section 2: About your functional area or department

Does your department support remote working roles?

How many roles in your department could be performed remotely?

Have you considered offshore hiring opportunities to facilitate fulltime remote roles?

Have you considered remote work for identified talent outside of Australia prior to them starting onsite?

Which of the following flexible work arrangements are currently available for staff working in your department? *(please select all that apply)*

- Flexible start and finish times
- Compressed hours (working more hours over fewer days)
- Part-time work
- Casual work
- Job sharing
- Flexible rostering
- Working from home or another location
- 'Purchasing' extra paid leave
- Unpaid leave
- Taking rostered days off as 2 half days
- Time off in lieu
- Flexitime (allowing employees to 'bank' extra hours which are then exchanged for time off)
- Gradual increase or decrease in work hours (for example, after parental leave, or as an employee transitions to retirement)

Does your department have a competency and/or capabilities framework?

Section 2: About your functional area or department

Is the framework based on an external framework (such as RAPs, ACRP, MRCT) or has been internally developed?

Which roles does this framework cover?

Section 2: About your functional area or department

Does your department currently have an Internship program for undergraduate/new graduates?

Section 2: About your functional area or department

How many interns/trainees did you employ in the **last 12 months**?

How many interns/trainees do you anticipate employing in the **next 12 months**?

Please provide some information about the type of intern program and trainee roles (e.g., target audience, length, structure, partners)

Section 2: About your functional area or department

Do you have a Qualified Person for Pharmacovigilance (QPPV)?

Section 2: About your functional area or department

Do you have a competency-based training program for the QPPV?

If Yes, please provide additional information about the QPPV training program (*otherwise, click 'Next' below*)

Section 2: About your functional area or department

Do you have a Qualified Person (QP)?

Section 2: About your functional area or department

Do you have a competency-based training program for the QP?

If Yes, please provide additional information about the QP training program (otherwise, click 'Next' below)

Section 2: About your functional area or department

End of Section 2 - thank you

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Section 3: Ideas to be tabled and discussed at the summit

The purpose of the Workforce and Capacity Summit is to generate ideas and develop action plans from the various workforce streams to address the skilled workforce shortfall in the sector.

Please document your ideas for short term actions (quick wins) which could have an impact on the workforce capacity issue.

Please document your ideas for medium term actions which could have an impact on the workforce capacity issue.

Please document your ideas for long term actions which could have an impact on the workforce capacity issue.

Please include your name & email if these suggestions are not anonymous

Name

Email

Other comments - if you would prefer to discuss any matters raised in this survey, please include your preferred contact method / number below (including email or phone number)

Comments/matters to discuss

Perferred contact method