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## The Nation of Makers 2019 Annual Survey of Makerspaces

### Nation of Makers 2019 Survey of Makerspaces - Leadership Survey

#### About You

Let us know about you to help us understand the qualities, characteristics and experience in the leadership of our nation's makerspaces. IF you are a leader at more than one space, please answer these questions with regard to your primary makerspace.

\* 1. First Name

\* 2. Last Name

\* 3. What is the primary makerspace that you are associated with?

For this survey, if you are part of multiple hackerspaces/makerspaces, please answer as it relates to your primary makerspace.

(The answers here are from last year's survey. If you don't see your space listed, please select "Other" and enter the name in the field below.)

\* 4. Your makerspace's zip code (even if it was above - just to verify)

\* 5. Your age

- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| <input type="radio"/> 13-16 years old | <input type="radio"/> 50-54 years old |
| <input type="radio"/> 17-19 years old | <input type="radio"/> 55-59 years old |
| <input type="radio"/> 20-24 years old | <input type="radio"/> 60-64 years old |
| <input type="radio"/> 25-29 years old | <input type="radio"/> 65-69 years old |
| <input type="radio"/> 30-34 years old | <input type="radio"/> 70-74 years old |
| <input type="radio"/> 35-39 years old | <input type="radio"/> 75-79 years old |
| <input type="radio"/> 40-44 years old | <input type="radio"/> 80+ years old   |
| <input type="radio"/> 45-49 years old |                                       |

\* 6. Your ethnicity

- Asian
- Black/African American
- Caucasian
- Hispanic/Latinx
- Native American
- Mixed Race
- Other (please specify)
- Choose not to disclose

\* 7. Highest level of education you have completed

- No degree
- High School
- GED
- Professional Certifications
- Some College
- Associate's Degree
- Bachelor's Degree
- Graduate (Master's, etc)
- Post-Graduate Studies (MD, PhD, etc)

8. If you have received a degree or certification(s), what field did you receive it/them in?

\* 9. What is your professional background? (These are from the Bureau of Labor Statistics so that our data can match up with theirs.)

- Management Occupations
- Business and Financial Operations Occupations
- Computer and Mathematical Occupations
- Architecture and Engineering Occupations
- Life, Physical, and Social Science Occupations
- Community and Social Service Occupations
- Legal Occupations
- Educational Instruction and Library Occupations
- Arts, Design, Entertainment, Sports, and Media Occupations
- Healthcare Practitioners and Technical Occupations
- Healthcare Support Occupations
- Protective Service Occupations
- Food Preparation and Serving Related Occupations
- Building and Grounds Cleaning and Maintenance Occupations
- Personal Care and Service Occupations
- Sales and Related Occupations
- Office and Administrative Support Occupations
- Farming, Fishing, and Forestry Occupations
- Construction and Extraction Occupations
- Installation, Maintenance, and Repair Occupations
- Production Occupations
- Transportation and Material Moving Occupations
- Military Specific Occupations
- Other (please specify)

\* 10. Please rate the following statements regarding your makerspace role(s)

	Not at all	Rarely	Sometimes	Often	Almost Always
I consider the skills and interests of others when assigning them tasks	<input type="radio"/>				

	Not at all	Rarely	Sometimes	Often	Almost Always
I struggle to understand what to do when circumstances change	<input type="radio"/>				
When someone is upset I try to understand how they are feeling	<input type="radio"/>				
I am doubtful of myself and my ability to succeed	<input type="radio"/>				
I expect people who work for me at the makerspace to work harder than I do	<input type="radio"/>				
I expect only top-notch results from people	<input type="radio"/>				
I don't think personal feelings should get in the way of performance and productivity	<input type="radio"/>				
I am highly motivated and know what it takes to be successful	<input type="radio"/>				
Time and effort spent on team morale is wasted time	<input type="radio"/>				
I often get upset or worried in my makerspace	<input type="radio"/>				
My actions demonstrate what I want from people	<input type="radio"/>				
I'm optimistic and can see beyond setbacks and problems	<input type="radio"/>				
I make exceptions to my own rules and don't like being the enforcer of rules.	<input type="radio"/>				
I like to plan for the future	<input type="radio"/>				
I believe that teams do better with repetitive tasks, perfecting them, rather than challenging themselves and learning new skills.	<input type="radio"/>				

Not at all

Rarely

Sometimes

Often

Almost Always

I make time to learn what people need from me so that they can be more successful

When someone criticizes me, I feel threatened

When working with a team I try to get us all to work toward the same objective



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Your Relationship to the Space

**Let us know about the type of relationship you have with your primary makerspace, hackerspace, fab lab - or other space you help lead!**

\* 11. Select the title or titles that most closely match your leadership role(s)

- |   |   |
|---|---|
| <input type="checkbox"/> Director                                   | <input type="checkbox"/> Director of Human Resources                |
| <input type="checkbox"/> Director of Operations                     | <input type="checkbox"/> Workshop Coordinator                       |
| <input type="checkbox"/> Executive Director                         | <input type="checkbox"/> Director of Education or Education Officer |
| <input type="checkbox"/> Chief Executive Officer                    | <input type="checkbox"/> Instructor / Faculty                       |
| <input type="checkbox"/> Owner/Operator                             | <input type="checkbox"/> Mentor / Coach                             |
| <input type="checkbox"/> Administrative Assistant                   | <input type="checkbox"/> Faculty                                    |
| <input type="checkbox"/> Volunteer Coordinator / Volunteer Director | <input type="checkbox"/> Education Architect                        |
| <input type="checkbox"/> Volunteer                                  | <input type="checkbox"/> Director of Marketing                      |
| <input type="checkbox"/> Board Member                               | <input type="checkbox"/> Marketing Coordinator                      |
| <input type="checkbox"/> Committee Member                           | <input type="checkbox"/> Designer                                   |
| <input type="checkbox"/> Treasurer                                  | <input type="checkbox"/> PR Specialist / PR Director                |
| <input type="checkbox"/> President                                  | <input type="checkbox"/> Historian                                  |
| <input type="checkbox"/> Vice President                             | <input type="checkbox"/> Videographer / Event Photographer          |
| <input type="checkbox"/> Secretary                                  | <input type="checkbox"/> Social Media Manager                       |
| <input type="checkbox"/> Advisor to the Board                       | <input type="checkbox"/> Newsletter Editor                          |
| <input type="checkbox"/> Immediate Past-President                   | <input type="checkbox"/> Community Calendar contact                 |
| <input type="checkbox"/> Development Director                       | <input type="checkbox"/> Safety Captain                             |
| <input type="checkbox"/> Executive Board Member                     | <input type="checkbox"/> Shop Captain or Steward                    |
| <input type="checkbox"/> Accountant/Bookkeeper                      | <input type="checkbox"/> Tour guide                                 |
| <input type="checkbox"/> Chief Technology Operator                  | <input type="checkbox"/> Team Leader                                |
| <input type="checkbox"/> IT Support                                 | <input type="checkbox"/> Keyholder                                  |
| <input type="checkbox"/> Data entry/maintenance                     | <input type="checkbox"/> Coordinator                                |
| <input type="checkbox"/> Network/Security Lead                      | <input type="checkbox"/> Manager                                    |
| <input type="checkbox"/> Website manager                            | <input type="checkbox"/> Area Lead or Area Captain                  |
| <input type="checkbox"/> Software manager                           | <input type="checkbox"/> Outside maintenance / groundskeeper        |
| <input type="checkbox"/> Community Liaison                          | <input type="checkbox"/> Founder or co-founder                      |
| <input type="checkbox"/> Other (please specify)                     |   |

\* 12. Select all that apply to the tasks you do for your makerspace, even if they are outside of your assigned role.

- Administrative - Writing and managing contracts
- Administrative - Legal documents (1099s)
- Administrative - Recruiting volunteers or staff
- Administrative - Insurance
- Administrative - Serving on a board
- Administrative - Collecting and managing liability waivers, guest forms, etc.
- Education - Teaching
- Education - Writing curriculum
- Education - Teacher evaluation
- Education - Workshop planning
- Fundraising - Writing grants
- Fundraising - Donor management
- Fundraising - Grant reporting/compliance
- Fundraising - Event management
- Fundraising - Partnership management
- HR - Staff management
- HR - Policy issues
- HR - Tracking Hours
- HR - Resolving disputes internally
- HR - External conflict resolution (within the greater community)
- HR - Volunteer Coordinator
- HR - Recognition
- HR - Legal documents (W-9s)
- IT - Network/Systems
- IT - Web development
- IT - Security
- Finance - Invoicing and/or billing members
- Finance - Accounting
- Finance - Grants management
- Finance - Fiscal sponsorship management

- Finance - Budgeting
- Finance - Paying bills
- Finance - Taxes & 501c3 compliance
- Finance - Payroll
- Finance - Preparing documents for an accountant
- Finance - Donation Acceptance and Response
- Marketing - Press Liaison
- Marketing - Strategy
- Marketing - Social media
- Marketing - Design
- Marketing - Web site
- Marketing - Blog
- Marketing - Newsletter/email.
- Marketing - Events (Maker Faires, Maker markets, repair cafes)
- Marketing - Calendar (private, public, community)
- Marketing - Documenting what's being made
- Marketing - Videos
- Marketing - Historian
- Operations - Managing memberships/ makerspace access
- Operations - Inventory management / ordering / updating
- Operations - Maintaining equipment
- Operations - Maintaining the facility
- Operations - Building internal projects for the shop
- Operations - Cleaning
- Operations - Groundskeeping
- Operations - tracking equipment including ownership and issues
- Operations - Facility/Infrastructure improvement (planning and doing)
- Operations - Documenting processes that the organization will follow (Operations Manual)
- Operations - Documenting processes for the members to follow (Members Manual)
- Operations - Serving on a committee/action team
- Operations - Event Management

- Operations - Security
- Operations - Training
- Operations - Management
- Operations - Mail/deliveries management
- Sales - Memberships
- Sales - Events or space rentals
- Sales - Classes
- Sales - Partnership development (schools, universities, other makerspaces, etc.)
- Sales - Services for-hire (custom fabrication, etc)
- Sales - Facility tours
- Other (please specify)

\* 13. Are you paid for your role or are you a volunteer?

- Paid a Salary
- Paid Hourly
- Paid a Stipend
- Sometimes paid, sometimes volunteer
- Paid in-kind or with services from the space (free membership, free workspace, etc)
- Strictly a volunteer
- Other (please specify)

14. If you are employed at your makerspace is it full-time or part-time

- Full-time
- Part-time
- N/A - I am not employed by the makerspace
- Other (please specify)

15. Are you willing to share how much you get paid for the work you do in your makerspace? If so, what is your pay rate in USD? Answer the one that applies to your situation.

\$ per hour

\$ per month

\$ per year

\* 16. On average, how many hours a week do you work (paid) at the makerspace? (Enter 0 if none)

\* 17. On average, how many hours a week do you volunteer (unpaid) at the makerspace? (Enter 0 if none)



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Blog of the Nation of Makers Data Working Group

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#### Your Activities

\* 18. How important are the following things to you in your role as a leader?

	1 - Not important	2	3	4 - Fairly important	5	6	7 - Core to my role	N/A
Education	<input type="radio"/>							
Workforce development	<input type="radio"/>							
Provide access to shared workspace and tools	<input type="radio"/>							
Building a community of like-minded makers	<input type="radio"/>							
Supporting business and entrepreneurship	<input type="radio"/>							
Building art or conceptual projects	<input type="radio"/>							
Community service	<input type="radio"/>							

\* 19. Do you use outside professional services/advice for your makerspace for any of the following?

- |   |   |
|---|---|
| <input type="checkbox"/> Architecture & construction                        | <input type="checkbox"/> Insurance                        |
| <input type="checkbox"/> Bookkeeping  | <input type="checkbox"/> IT/Web development               |
| <input type="checkbox"/> Building maintenance                               | <input type="checkbox"/> Legal                            |
| <input type="checkbox"/> Cleaning   | <input type="checkbox"/> MEP (electrical, plumbing, HVAC) |
| <input type="checkbox"/> Conflict resolution                                | <input type="checkbox"/> Outside yard maintenance         |
| <input type="checkbox"/> Design/marketing                                   | <input type="checkbox"/> Realtor                          |
| <input type="checkbox"/> Equipment maintenance                              | <input type="checkbox"/> Taxes/accounting                 |
| <input type="checkbox"/> Extreme weather incidents (snow, flood, hurricane) | <input type="checkbox"/> Zoning/city ordinances           |
| <input type="checkbox"/> Other (please specify)                             |   |

\* 20. How would you rate your makerspace's progress toward achieving your goals in the following areas in the past year? (1 is no progress, 7 is exceptional progress)

	1 - No progress	2	3	4 - Some progress	5	6	7 - Exceptional progress	N/A
Education	<input type="radio"/>	<input type="radio"/>						
Workforce development	<input type="radio"/>	<input type="radio"/>						
Provide access to shared workspace and tools	<input type="radio"/>	<input type="radio"/>						
Building a community of like-minded makers	<input type="radio"/>	<input type="radio"/>						
Supporting business and entrepreneurship	<input type="radio"/>	<input type="radio"/>						
Building art or conceptual projects	<input type="radio"/>	<input type="radio"/>						
Community service	<input type="radio"/>	<input type="radio"/>						

\* 21. Do people report to you in your role as a leader?

- Yes, 1-5 people
- Yes, 6-10 people
- Yes, 11-20 people
- Yes, 20+ people
- I am not sure
- No

\* 22. If you could change one thing about your role in the makerspace, what would it be?

\* 23. What are you most proud of in your tenure as a makerspace leader?



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The Challenges

\* 24. If you could get training in any area or areas, what would be most useful to you?

- Operations - Facility planning
- Operations - Workshop planning
- Operations - Safety Practices & Culture
- Marketing - Social media
- Marketing - Web site management/tools
- Marketing - General marketing & Public Relations
- Leadership - Board Development
- Leadership - Policy & Process development
- Leadership - Effective communication and conflict management
- Leadership - Leadership Development (Interpersonal Skills, Inclusion, Protocols, Rule violations)
- Financial - Budgeting
- Financial - Accounting / Bookkeeping
- Financial - Payroll
- Financial - Grant Writing
- Financial - Grant reporting and compliance
- Financial - Fundraising Plans
- HR - Diversity/Inclusion training
- HR - Incident Reporting
- HR - Staff Management
- HR - Volunteer recruitment
- HR - Volunteer development and management
- Other (please specify)

\* 25. How often does your leadership team meet to discuss strategic planning? (Big-picture planning)

- Annually
- Quarterly
- Monthly
- Bi-weekly (every other week)
- Weekly
- Other (please specify)

\* 26. How often does your leadership team meet to discuss projects, progress and tasks?

- Annually
- Quarterly
- Monthly
- Bi-weekly (every other week)
- Weekly
- Other (please specify)

\* 27. What's the hardest thing about making a makerspace a success?