

The goal of this dissertation was to compile a questionnaire for social workers and heads of social services that could be used to draw up educational plans for their organisations. The theoretical part deals with the continuing professional education in organisations and describes general principles of learning needs analysis. It also describes the legal basis of continuing education of social workers and concerns itself with theoretical principles of continuing professional education planning. The practical part contains the data from the questionnaires filled in by social workers from the social assistance service for families with children of Charity Děčín and open access club of Charity Beroun, and educational plans of these organisations for the next two years. The first draft of questionnaire was changed in accordance with the critical comments of social workers. The final version of the questionnaire is at the end of the dissertation.