



Performance Management

In many organizations “performance appraisal time” is enough to throw managers and employees alike into a state of fear and trepidation. Why? Primarily because managers often are afraid of or don’t feel comfortable giving honest feedback (especially if it is not good) and employees are afraid they are not going to get the rating they desire.

A large part of this problem is the mindset that performance is appraised only once a year. In reality, to be truly useful, performance must be managed. Performance management is an ongoing process in which manager and employee meld goal setting, continuous coaching and feedback, evaluation, development, and re-assessment to help the employee succeed in his or her position. When performance management is seen in this light, it is a way of motivating workers to strive for appropriate performance and satisfaction with their jobs.

It is assumed that participants have a company approved performance appraisal evaluation form or process which they are expected to use. This course will provide an overview of the performance management process designed to enhance what is already being done. The tools and techniques provided will result in better employee performance, more accurate evaluation and ongoing employee development.

Objectives of the Module

Class 1: To learn a model for making people, process, performance, and philosophy work together to improve employee effectiveness.

Class 2: To use tools and techniques to manage employee’s development and performance throughout the evaluation cycle.

Class 3: To manage performance feedback sessions effectively.

Class 4: To employ coaching skills as an important method of developing employees.

This dynamic TeleSeminar includes “The Four P’s of Performance Management” as well as a “Feedback Discussion Guide.” Discover how *Performance Management* can be a powerful model for managing and growing as a leader. Register today!