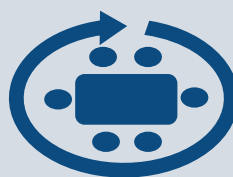


PERFORMANCE MANAGEMENT

A 90-minute learning nugget for up to 15 participants

Can be delivered virtually on Zoom or your own company platform

This informative and engaging learning nugget introduces participants to the role of the manager in managing performance in their team. Participants will leave with a greater understanding of the need for ongoing performance management and what it involves, ready to get going as soon as they leave the session.



WELCOME AND INTRODUCTIONS

Benefits of performance management for them, the individual and the business.
Outcomes and agenda

THE PERFORMANCE MANAGEMENT PROCESS

Introduction to the performance management process, the importance of daily management, why people need to know where they are,

SETTING AND AGREEING SMART OBJECTIVES

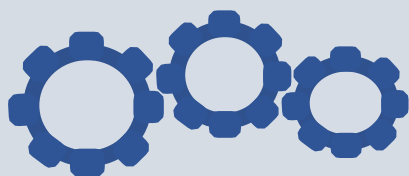
Refresh of SMART objectives, the value of objectives being agreed rather than dictated, reviewing of one or two objectives, the importance of continually reviewing objectives in line with changing business priorities

MAINTAINING PERFORMANCE

Assessing performance against objectives, the value of keeping an open mind and discussing performance with the individual, knowing when to step in and handing interventions appropriately – check in on their state before wading in

FEEDBACK

A basic feedback model is shared, the importance of continuous feedback cycles, peer practise with feedback



ACTION PLANS AND INTEGRATION

The session is summarised and actions are planned and shared across the group