



OPERATIONAL LEADERSHIP: supervisory

MANAGING EMPLOYEE PERFORMANCE

Meaningful performance management techniques maximize employee performance by communicating areas needing improvement, as well as areas of excellence, in ways that ensure the employee understands the expectations. Performance management is not an event, but rather a continual process that begins while the new employee is still on probation, continues through the career of the employee, and ends with the retirement party. The key to success is an effective performance management process. Managing Employee Performance teaches participants the steps in that process and provides tools to successfully implement each step.

Objectives:

By the end of this workshop, participants will be able to:

- Discuss the Performance Management Process
- Recognize the benefits of the Performance Management Process
- Discuss Performance Coaching as it relates to the work environment
- Apply coaching tools to improve employee performance

