



Managing Employees - Executive Book Review

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 Management Coaching as it relates to the work environment
- Apply coaching tools to improve employee performance



Summary

Performance management is not an event, but rather a continual process. *Managing Employees* instructs supervisors in learning and implementing the Performance Management Process model.

The course includes effective coaching questions, methods to identify, define, and implement the city's goals for performance, and techniques for supervisors to provide ongoing feedback to his or her employees.