



progresspeople

Thriving Leaders. Thriving Lives.

Performance Management

Workshop: Performance Management

Duration: 1-Day

Investment: POA

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Workshop Overview

Performance Management is the challenging end of the leadership spectrum where tougher decisions are made that can result in the dismissal of an employee. Deliberate skills and actions are required to competently follow through and genuinely help your poor performer up or out.

This workshop provides the skills and actions required to deal with poor performance or non-compliance as soon as it happens, before it becomes a problem. Attendees will learn day to day essential coaching skills and will gain the knowledge required to competently execute a clearly defined 4-step performance process while treating their staff with fairness and dignity.

Learning objectives:

- Gain proficiency in dealing with performance management on a daily basis
- Have clear and precise knowledge of procedural fairness
- Bring a higher level of accountability through a 4-step performance management process
- Learn how to run an effective coaching meeting
- Confidently discern between minor and serious misconduct
- Run an effective disciplinary meeting if required
- Develop the courage to make the hard decisions where necessary
- Communicate the consequences of non-compliance, with conviction