



Our Performance Management Workshop

It is essential that line managers today are able to manage the performance of their people effectively, keeping their performance consistently up to standard. They need to set clear Key Responsibility areas and Objectives and manage their performance against these. The focus is on the skills needed for management to practically use and implement the company performance management system. It is a performance driven process, not a paper driven process. Managers explore how to use the performance management system as an effective management tool that helps them to achieve their operational objectives and improve bottom line results.

Target Audience: Line Management – those responsible for make decisions.

Duration: 2 days

Workshop Agenda:

Day One

- Introduction to Performance Management
- Performance Management Cycle
- Challenges, Benefits and Pitfalls of Performance Management
- Structuring Performance Agreements
- SMART Objectives and Key Behaviours

Day Two

- Gaining Agreement
- Tracking and Collecting Information
- Tracking Behaviours
- Giving Effective Feedback
- The Quarterly Review / Appraisal
- Rating Scales
- Motivation and Reward Systems

Costs:

- Excludes workshop materials, venue, travel or accommodation costs outside Gauteng.
- R4 750.00 per delegate per day (Minimum 8 Delegates)
- Cancellation Clause applies.