

Performance Management Essentials

1 Day

Master the art of managing performance so your team can leap to the peak of success. Learn how theories of motivation can have a practical impact in your workplace. Discover how to get your top achievers to contribute even more. Then find out how to monitor under-performance and raise performance issues in a constructive manner. Learn how to set goals for performance improvement and handle ongoing issues constructively.

What you'll learn to do in this course

You'll come out of this session with powerful tools for getting the people you manage to excel. We'll bring theory to life and tell you how to succeed. A range of practical tips will be presented to you. You'll talk through examples and enjoy practical exercises. At the end of the course, you should be able to:

- Apply the key stages of the performance management cycle
- Create an environment that supports motivation and high performance
- Recognise the signs that performance issues are occurring
- Get staff to listen to feedback
- Motivate people to get better at their jobs
- Handle tough situations relating to staff performance

Topics you'll cover

- The performance management process
- Assessing performance levels
- Preparing for performance discussions
- Giving feedback
- Asking for input
- Setting SMART goals
- Thanking the staff member
- Dealing with difficult reactions

Book your training NOW

Call Eleanor Shakiba on 0433 126 841

Download course information at
www.thinklearnsucceed.com.au

“think
learn?
succeed”

“Smart training for clever people”

**What others have said
about the course...**

“Outstanding presentation. Good theoretical base and very practical tools. Extremely worthwhile.”

“Very practical. Allowed time to think about our teams instead of having to go home and work out how it fits. Fantastic!”

“Great team exercises. Felt Eleanor's experience is well suited to this program.”

