



SMART
CUSTOM TECHNOLOGY
automating the mundane

Performance Management

Training Workshop

Prerequisites: a basic understanding of performance management, management experience. 1 day workshop.



Performance Management

The success of organisations depend on the people who are employed by them. Maintaining and increasing this effectiveness is the function of a Performance Management system. The very survival of an organisation may very well depend on management's ability to implement and maintain an accurate, objective and fair Performance Management System.

Performance Management can be complex. Management need a systematic action plan for the development of specific competencies and the implementation of structured assessments. This practical workshop focusses on:

- Drafting of a customised, effective and dynamic Performance Management System
- Factor definition guidelines to address specific job requirements
- Weighted scoring to achieve optimal performance
- Performance assessments and engaging meetings with employees to identify and define employee's goals to create alignment with company objectives
- Create effective development plans with employees
- Manage different levels of performance to inspire all employees to reach their full potential
- Address areas for improvement and develop action plans with employees to improve their overall performance
- Establish a Performance Management Plan that fosters ongoing assessment
- Engage in group discussions and practical role plays

COURSE OVERVIEW

An overview of Best Practice Performance Management systems. Added trend of working from home and the essential adjustment to targets, reports, trends to foster self-discipline and development of all employees to their full potential.

WHO SHOULD ATTEND

- Senior Managers
- HR Practitioners

BENEFITS

Practical templates

ASSESSMENT

Written assessment with a minimum pass rate of 70%.

Assessment of Practical Drafting of a relevant and sustainable Performance Management system.