

# Performance Management - 1 Day

## *The Art of Getting Maximum Performance from Every Worker*

**CEUs - 0.70**

**Course Description:** This one-day course will focus on developing strategies for analysis and pinpointing ways to impact the performance of employees in a positive manner. Participants will learn techniques for benchmarking performance and establishing a gap between desired performance and preferred performance. In addition, participants will explore how to attain a higher level of productivity in a shorter period of time.

### **Course Objectives:**

#### **Objective 1: Discuss advantages of performance management**

- Identify performance needs
- Assess performance to organizational directives
- Analyze ways to communicate performance expectations

#### **Objective 2: Define ways in discovering the performance gap**

- Classify benchmarking techniques of present performance
- Discuss training and the performance gap
- Examine questions to ask in determining performance

#### **Objective 3: Develop how to break down the performance into understandable steps**

- Define how to map the performance map
- Review monitoring of performance indicators
- Show how to link operational goals to performance
- Manage a session on coaching performance toward the goal

#### **Objective 4: Analyze mentoring roles in advancing performance**

- Examine the impact of incorporating best practices
- Evaluate how to create a performance results matrix
- Develop a performance development plan to transition workers toward peak performance