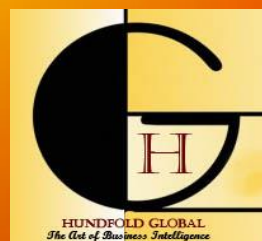


Essentials of Performance Management & Manpower Development Workshop



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PROGRAM OVERVIEW

At its best, Performance Management is a holistic process that ensures employees' performance contributes to business objectives. It brings together many elements of good people management practice, including learning and development, measurement of performance, and organizational development. For this very reason, it's complex and often misunderstood.

Employees need to know what you expect, and you need to be able to measure their adherence to those expectations in a fair and equitable manner. Your feedback should give employees clarity, a reason to go forward, and direct their work effort toward the goals of the department and the institution.

LEARNING OUTCOMES

- ✓ Clarifying job responsibilities and expectations
- ✓ Enhancing individual and group productivity
- ✓ Developing employee capabilities to their fullest extent through effective feedback and coaching
- ✓ Driving behavior to align with the organization's core values, goals and strategy
- ✓ Providing a basis for making operational human capital decisions (e.g., pay)
- ✓ Improving communication between employees and managers

WHO SHOULD ATTEND

- ✓ Directors, Performance Management
- ✓ Performance Development Managers
- ✓ Learning & Development Managers
- ✓ Human Resources Managers
- ✓ Performance Management Supervisors
- ✓ Performance Management Specialists
- ✓ Appraisals specialists
- ✓ HR specialists
- ✓ Line Managers
- ✓ Managers who want Performance Management training in order to reinforce their skills and train their staff