



# PERFORMANCE MANAGEMENT SKILLS

## ONE-DAY PROGRAMME

This one-day programme will develop participant's skills to help them manage the performance of their teams through tools and techniques developed from effective communication and goal setting. Ultimately it will help managers improve productivity and increase morale and motivation in the organisation.

### Key Learning Objectives:

- Manage performance by setting clearly aligned goals that are documented
- Identify causes of poor performance whilst working with employees to improve and develop
- Recognise and communicate success, focusing on behaviour and results
- Co-operate with employees in order to increase productivity, morale and motivation

### Who will benefit from this training?

Positive performance is critical to organisational success and most managers will have a responsibility for improving individual and team productivity. This one-day programme is aimed at helping managers and leaders at all levels develop their skills and abilities to improve performance for organisational success.

### Methodology

The programme is designed to be interactive, enjoyable and motivational. Participants will be encouraged to get involved and learn through:

- ✔ Workshops
- ✔ Individual exercises
- ✔ Role-play
- ✔ Group activities

Each participant will create a personal learning and action log to guide his or her own development after the programme



### Your Facilitator

Andy Whitehead MBA MSc (Psychology) FCMI. Andy is an Executive Coach and a skilled facilitator, delivering programmes aimed at enhancing leadership and management effectiveness.