

# BOOSTING MOTIVATION AND PERFORMANCE

## 2 DAY PROGRAM

### OVERVIEW

A key aspect of leadership is the ability to engage and motivate employees toward individual, team and organisational goals. This is achieved through a systematic and structured approach to employee performance management.

This workshop covers the skills and strategies leaders need to guide employees through the key stages of the performance management cycle, including planning, managing, reviewing and rewarding performance.

During the workshop we share research, legislation and best practice through a series of practical activities that will give participants the confidence to follow a performance management structure that maximises employee engagement and performance.

- Assess employees against objective goals and competencies
- Identify gaps and create targeted Development Plans
- Link Employee Development Plans with strategic organisational and team goals

#### Day Two:

- Know when and how to deliver ongoing positive and constructive feedback
- Address underperformance sensitively and confidently
- Use strategies to deal with emotional responses to constructive feedback
- Link feedback to Organisational and Team Goals and Values
- Understand the three motivators team members need
- Document feedback conversations

### OBJECTIVES

#### Day One:

- Gain clarity on organisational strategic vision and goals linked to the team operational goals and their importance in managing performance
- Understand the key stages of the performance management cycle
- Understand and apply techniques to plan, prepare and conduct Performance Review Meetings
- Confidently work with processes and supporting materials

### TO BOOK THIS PROGRAM OR DESIGN YOUR OWN...

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