

Performance Management

Managing Employees Performance



Inspiring someone to be their best is no easy task. Just how do you manage for optimum performance? How do you create a motivating environment that encourages people to go beyond their best?
This **one-day workshop** will give you some of those skills.

How You Will Benefit

At the end of the workshop you will be able to:

- Understand the role of goal setting in performance management
- Have tools to help your employees set and achieve goals
- Have a three-phase model that will help you prepare employees for peak performance, activate their inner motivation, and evaluate their skills
- Have a better knowledge of motivational tools and techniques

What You Will Cover

- The Shared Management Model
- Setting Goals
- Phase I (Preparation): Choosing the Right Person for the Job, Setting Standards, Coaching, and Training
- Phase II (Activation): Motivation
- Phase III (Ongoing and Formal Evaluation): Feedback and Performance Reviews

What's Included?

- Instruction by an expert facilitator
- Small interactive classes
- Specialised manual and course materials

YES! Enrol me now!

REGISTRATION FORM

Managing Employees Performance

Participant's name:	_____	Position:	_____
Organisation:	_____		
Work Address:	_____		
Phone:	_____	Email:	_____
Credit card type: MasterCard / Visa Only			
Name on card:	_____	Amount:	_____
Credit Card Number	_____	Expiry Date	_____
Signature	_____		

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