

Painless Performance Management: A Practical Approach to Managing Day-to-Day Employee Performance

One of the most essential skills a manager or supervisor regularly uses is managing employee performance. Helping employees succeed and guiding those who aren't performing well must be a priority.

This program is based on Marnie E. Green's book *Painless Performance Evaluations: A Practical Approach to Managing Day-to-Day Employee Performance*. She explains the essential skills for managing day-to-day performance, including how to set and communicate clear expectations, initiate tough performance discussions, and document examples of performance. Before the course is finished, you'll have a blueprint for leading performance evaluations in a painless way.

Target Audience: Any lead worker, supervisor, or manager who is responsible for setting expectations, giving performance feedback, or delivering performance evaluations should attend this course.

Course Objectives:

- Embrace the importance of performance management to the success of the organization
- Define performance expectations that are clear and motivating
- Write SMAART performance goals that align the employee's work to the organization's objectives
- Document performance examples consistently and fairly
- Initiate regular performance conversations with employees
- Rate employee performance objectively
- Write performance evaluation documents that are meaningful to the employee
- Lead a pain-free performance evaluation discussion

To book this session, contact Marnie Green at 480-705-9394 or info@ManagementEducationGroup.com