

Performance Management



Tackle the tricky issues

OVERVIEW

Learn how to manage situations when performance expectations are not being met. You'll build the confidence to tackle difficult issues using a structured approach & work through a performance issue from your own workplace.

Clarifying Performance Expectations

- Communicating expectations effectively
- Addressing misunderstood expectations

Selecting an Approach

- Analysing & clearly articulating the issue
- Choosing the right discussion
- Avoiding actions that inflame

Initiating a Performance Meeting

- Strategies to minimise conflict
- How to reduce fear for the underperformer
- Developing scripts that maintain control of the situation

OUR EXPERTISE

Linked Training are experts in bringing real improvement to individuals, Government and Non-Government clients. Our skill is developing training content that supports both individual development and business objectives. We utilise the power of layered learning and experiential practice to fully engage and provide motivation to continuously improve.

CUSTOMISE

We can customise! We work closely with you to understand the organisation focus on development, the required business outcomes, corporate policy and industry compliance, and your customer's needs.

Managing a Performance Meeting

- Identifying the causes of the performance gap
- Maintaining focus with difficult people and tricky situations
- Mutually developing an improvement plan
- Achieving positive closure

Performance Management Tools

- Meeting planner & checklist
- Improvement plan

DURATION

1 day

→ [Enquire for Private Delivery](#)

DELIVERY MODES

- ✓ Scheduled workshop
- ✓ Onsite workshop
- ✓ Webinar

PRE-REQUISITES

None

AUDIENCE

Supervisor | Manager

CORE COMPETENCIES

- ✓ Management
- ✓ Leadership
- ✓ Communication
- ✓ Performance Management

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Or call **02 8824 4677**
for more information



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