



# Performance Management

Providing a structure to monitoring your people

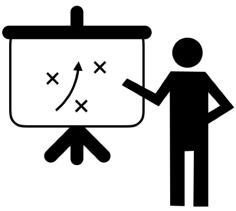
## COURSE OVERVIEW

This 1 day course is designed to demonstrate proven techniques for managing the growth of your team. The course looks at how to get the best from your team, whilst supporting their individual professional growth. Participants should have a basic knowledge of leadership and management and some experience with team management. The course is fully interactive and will develop understanding of various tools and techniques that will encourage managers to use the process of performance management effectively and better develop individuals in their teams.



### Effective Communication

- Open communication
- Structured conversations
- Identifying needs



### Strategies

- SMART objectives
- Motivation
- Coaching



### Structure

- Team dynamics
- Managing your style
- Monitoring success/failure

## WHO SHOULD ATTEND

- Team Leaders
- Office Managers
- Foremen
- HR Professionals

### CONSULTANT/TRAINER PROFILE

Jon Holmes is an experienced leader and manager with many years leading and teaching others to lead. He has learnt how to get the most from his team and how to transfer this knowledge through effective training. A background of the military, large and small organisation management, and working offshore in a highly technical environment has given him the skills to recognise the best and worst elements of leading people to a common goal. This knowledge makes him a highly effective facilitator of personal development courses/workshops.