

Professional Performance Management: Driving Results

Human Resource
Accra (Ghana)
14 - 18 Jul 2025

UK Traininig

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Professional Performance Management: Driving Results

Ref: 3293_130631 **Date:** 14 - 18 Jul 2025 **Location:** Accra (Ghana) **Fees:** 3300 **Euro**

Course Description

This comprehensive 5-day course equips managers and HR professionals with advanced performance management techniques. Participants will learn to design effective performance systems, set meaningful goals, provide constructive feedback, and drive continuous improvement. The course combines theory with practical applications to enhance organizational performance and employee engagement.

Learning Objectives

- Design and implement a strategic performance management system
- Align individual and team goals with organizational objectives
- Develop skills for effective performance conversations and feedback
- Learn techniques for managing and improving underperformance
- Explore best practices in performance evaluation and reward systems

Course Modules

Day 1: Foundations of Performance Management

- Understanding the performance management cycle
- Aligning performance management with business strategy
- Key components of an effective performance system
- Legal and ethical considerations in performance management

Day 2: Goal Setting and Performance Planning

- SMART goal setting techniques
- Cascading organizational goals to individual objectives
- Creating meaningful performance standards
- Developing performance plans and agreements

Day 3: Coaching and Feedback Techniques

- Effective performance coaching models
- Giving and receiving constructive feedback
- Conducting productive performance conversations
- Managing difficult performance discussions

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles emanating from a point on the board.

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Day 4: Performance Evaluation and Review

- Designing fair and objective evaluation criteria
- Avoiding common rating errors and biases
- Conducting effective performance review meetings
- Documenting performance discussions and outcomes

Day 5: Driving Performance Improvement

- Strategies for managing underperformance
- Developing performance improvement plans
- Linking performance to rewards and recognition
- Leveraging technology in performance management

Practical Wins for Participants

- A customized performance management toolkit for immediate implementation
- Enhanced skills in goal setting, feedback, and performance conversations
- Strategies to improve team productivity and engagement
- Techniques to align individual performance with organizational success

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