

Performance Management for Federal Government Supervisors and Employees

Length: 1 Day

Summary: Performance Management plays a distinct role in the Federal government to increase efficiencies and enhance effectiveness toward achieving mission success. Military and civilian supervisors of Federal personnel, along with Federal employees on all levels, have benefited from this training.

COURSE CONTENT

Effective Performance Management

- Identify strategically linked performance elements and write measurable standards for each
- Implement strategies to communicate performance expectations to employees
- Identify methods for monitoring performance within your work unit
- Describe the characteristics of effective feedback and follow guidelines for providing positive and corrective feedback effectively
- Assist employees to assess competency skill gaps and create and implement personal development plans
- Recognize and use development resources and opportunities
- Evaluate and rate employee performance
- List some common awards that may be associated with performance ratings.