

Managing and Improving performance

Information to assist line managers in improving team and individual performance



Main stages of the PM Cycle

Plan

Monitor

Develop

Rate & Reward

Continuous loop

Plan

- Strategic / department / individual performance goals.

Monitor

- Monitor performance continually

Develop

- Identify training & development needs

Rate and Reward

- Regular feedback and reviewing against objectives
- recognition and reward for achieving goals.

Latham and Locke's 5 goal setting principles that can Increase chances of success:

Task Complexity

Considering task Complexity

Feedback

Gaining feedback

Commitment

Securing team Commitment

Clarity

Setting clear goals

Challenge

Setting challenging Goals

Your role in performance management

Have performance discussions regularly, not just an annual appraisal

Reinforce the link between organisational and individual Objectives and engage employees.

Set suitable goals that are agile and are clear about expectations.

Give feedback that holds employees accountable but also Motives and helps them improve (CIPD,2020)

Communicate frequently and keep a constant eye on performance

Recognise individuals, understand individual differences, and give People credit for good performance (IES, 2019)

Take prompt action on issues.

Organisations are:



23%

More productive

When they have formal performance management practices in place which include Targets, Incentives and Monitoring according to a study by Bloom et al (2012)

Different types of performance reviews you can facilitate:



360 Feedback
Self Assessment
Peer review
Upward feedback
Team performance review

Performance management is integral to organisational success. Line managers are the link between organisational and individual objectives and need to build relationships of trust and constant communication with their teams and employees to support and encourage them to perform at the best level possible.

Want to learn more or get more details? Great!

Contact HR



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