

# MANAGING HIGH PERFORMANCE



Delivery:  
Face to face or Virtual



Duration: Half or Full day



Maximum Participants: 12



Recommended for:  
New or current team leaders and managers



Fully Pre-qualified on:  
buy.nsw Supplier Hub,  
VendorPanel and AusTender

## Develop the management skills and structures to help your people deliver their best

Give your leaders a clear understanding of the building blocks of management required to deliver the best performance from their teams by developing capability in objective setting, creating development plans through to performance reviews and performance management.

### WORKSHOP CONTENT

This workshop takes participants through the different steps required to manage good performance in their team members. Content includes

- objective setting and the importance of defining SMART goals
- regular 1:1 sessions
- review meetings and performance monitoring
- development discussions and individual development plans
- performance reviews and performance management.

Participants are introduced to some of the key leadership skills that support these processes including providing feedback, coaching and having difficult conversations. This workshop can be adapted to a specific organisations people management processes.

### LEARNING OUTCOMES

- Understand the different components of managing good performance
- Set SMART objectives
- Use simple frameworks to assist when providing feedback
- Identify steps to navigate a difficult conversation
- Plan and conduct a coaching session
- Identify the key components of a development discussion and development plan
- Understand the importance and approach for a performance review
- Understand the principles of performance management

### ENSURE YOUR ORGANISATION THRIVES

Building an understanding of the key components of people management will help your leaders get the best from their teams as they develop their skills in providing clear guidance and objectives which drive strong performance.

### NSW CAPABILITY

#### FRAMEWORK ALIGNMENT

- Personal Attributes
- Relationships
- Results
- People Management

### RELATED WORKSHOPS ALSO AVAILABLE:

- Conducting Difficult Conversations
- Effective Communication: Understanding Self and Others
- Leadership Development

“ Clear and concise, the experience of the trainer was evident. ”  
RMS