

Setting Clear Performance Goals & Expectations



Duration: 1 Day



Ideal Group Size: 10 to 12 People

Course overview:

The ability to set clear and measurable performance objectives is an essential skill for all managers to master if they are to get the best out of their team. Delegates will learn the importance of applying a structured approach to setting performance goals and targets.

Delivery methodology

Futureproof's training workshops require all delegates to take a full and active role throughout. Our mix of trainer led discussion, facilitation, coaching and skills practice ensures that all delegates enjoy an interactive and supportive learning experience.

Who would benefit from attending:

For managers who want to set SMART objectives and goals for both individual and team performance.

Core learning objectives covered:

- Identifying different types of goals / targets
- End goals to increase personal productivity
- Performance goals - identify milestones required to meet an end goal
- The importance of giving ownership
- Giving responsibility to increase motivation
- Setting SMART objectives
- Monitoring & evaluating progress
- Giving developmental feedback
- Ensuring feedback is linked to observable behaviour
- Keep feedback timely & objective
- Understanding personal motivations
- Development and continual improvement
- Understanding the key principles of giving feedback
- Using the AID model for giving feedback
- Skills practice session



Want to tailor the content of this workshop and incorporate internal procedures, competency framework, organisational values & work-related challenges?

Get in touch with one of our Learning & Development Managers – 01623 409 824 • info@futureproof-training.co.uk