



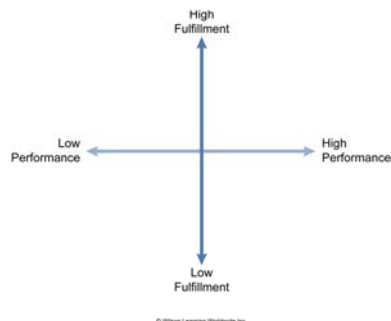
LEADING FOR PERFORMANCE-REVIEWING PERFORMANCE

Performance reviews are critical to an organization’s overall development planning process, but many managers are unprepared to conduct any performance review, let alone a fair and constructive one. Frequently, both managers and employees come to dread performance reviews, and “go through the motions” rather than engage in a meaningful development dialog. As a result, a potentially positive morale factor turns neutral or negative, and the organizational data for development planning is useless.

In *Leading for Performance-Reviewing Performance* (LFP-RP) participants examine performance review processes, learn best practices for conducting reviews, discuss guidelines for rating performance and common

performance reviews to link professional development with organizational strategy, to improve organizational performance. A solid performance review process, with shared responsibility for feedback and development, also increases employee commitment and capability.

Performance with Fulfillment



rating errors, and practice proven techniques to prepare, write, and conduct effective performance reviews.

APPROACH

LFP-RP is a half-day module that can be facilitated by Wilson Learning or by a leader-trained in-house professional. This enables:

- Face-to-face interaction among the participants and the facilitator
- True-to-life skills practice with immediate in-person feedback
- The opportunity for real-time commitment to action

VALUE PROPOSITION

LFP-RP enables organizations to use effective

An important element of LFP-RP is pre-session preparation and classroom practice based on preparation for actual performance reviews.

<i>Key Learnings Are...</i>	<i>Your Leaders Will...</i>
<i>The Challenges of Reviewing</i>	Be able to see what makes a good review
<i>Performance with Fulfillment</i>	Be able to address performance and fulfillment issues
<i>Reviewing Activity</i>	Be able to use a Reviewing Planner for actual performance reviews, and get feedback on plans

ENABLING IMPROVED PERFORMANCE

LFP-RP features the Reviewing Planner and job aid card so the participants can fine-tune and apply their newly acquired skills and behaviors on the job. Involving management to gain alignment and coaching support for the improved performance review process is important for a successful implementation.

knowledge to implement a more complete performance management process.

Participants who also complete *Setting Goals for Success*, and *Reviewing Performance* will have the skills and

MEASUREMENT AND EVALUATION

Organizations that implement LFP-RP have access to a broad range of tools to measure initial behavioral changes and business results. For LFP-RP, a case study approach may be appropriate, or a sampling of review document before and after. Other research options are also available.