

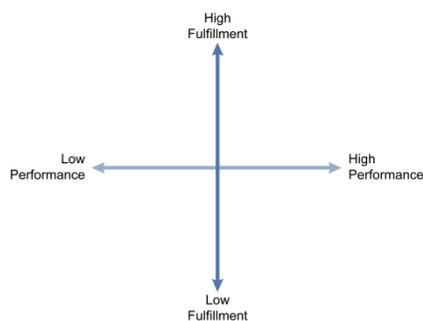
Leading for Performance: Reviewing Performance



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

Performance with Fulfillment



Program Outcomes

LFP-RP enables organizations to use effective 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.

Learning 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

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

Enabling Improved Performance

LFP-RP features the Reviewing Planner and Job Aid Card so 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 successful implementation.

Participants who also complete *Setting Goals for Success* will have the skills and knowledge to implement a more complete performance management process.

Key Learnings Are . . .

The Challenges of Reviewing

Performance with Fulfillment

Reviewing Activity

Your Leaders Will Be Able To . . .

See what makes a good review

Address performance and fulfillment issues

Use a Reviewing Planner for actual performance reviews and get feedback on plans

Continued

Measurement

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

Evaluation

Wilson Learning will partner with your organization to measure the initial behavioral changes and business results. We will work with you to set up evaluation systems that help improve outcomes and sustain the momentum of your implementation.

This offering, like all others from Wilson Learning, can be customized to reflect your environment and business priorities and can be integrated with your processes.