€TRAINING

Energizing People for Performance



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Introduction

The goal of energizing people for performance is to focus and coordinate employees' attention on strategic priorities. This training course on Energizing People for Performance will teach you how to create personal performance goals, essential competencies, and self-motivation.

It was created using top managers' methods and is in line with international best practices and benchmarks. This course will be especially helpful for managers who have no formal experience or training in performance management as well as for seasoned leaders who want to advance their skills.

Course Objectives

At the end of this course, participant will be able to:

- Utilize goal-setting, satisfying results, and success coaching to better manage and inspire both you and your team.
- Create a platform of performance-focused positive thinking to build high-performance teams and harness their potential.
- Make clear goals and objectives that people may use to achieve their personal, professional, and life goals.
- Learn delegation and empowerment strategies that will help you achieve your goals.
- Utilize motivational communication strategies to increase self-assurance.
- Achieving the right balance of results, accountability, responsibility, and empowerment

Targeted Audience

- Project Management Professionals
- Professionals who want to learn techniques to work with other colleagues
- Team leaders, supervisors, section heads and managers

Course Outline

Unit 1: Important Ideas Getting People Excited about Performance

- Maximizing potential and engagement through performance management
- Establishing a culture of constructive attitudes and actions is crucial.
- The Performance Management Principles
- Coaching and competence for better performance
- Motivating techniques to enhance engagement
- Setting objectives and managing tasks

Unit 2: Personal Performance Management Techniques

- What are the performance objectives that matter?
- Key Elements of Performance Objectives - SMART, KPI and OKR

- The Importance of Agreeing to Objectives and target
- Using effective Quantitative and Qualitative Objectives
- Setting Objectives for Long Term Performance

Unit 3: Utilizing measures of competence and performance in people

- Specifying First-Class Conduct and Competence
- How to create competency frameworks that function using skills, knowledge and attitude
- Designing Behavioral and Technical Competencies Requires Considerations
- Career profession versus organizational roles in the establishment of career
- Reviewing performance reviews is a useful exercise.
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Unit 4: Building and Developing Key Personnel

- Talent management: models, grading and structures
- Attract and Retain the best people for your team
- Conducting an effective Talent Gap Analysis
- ABC model and the 9 Box Grid of Talent Management
- On boarding and developing PDP plan for people

Unit 5: Impact of Positive and Constructive Feedback and Coaching

- Optimal Feedback Models to Provide Constructive Feedback
- Impact of Giving and Receiving Useful Feedback
- Coaching for Effective Performance and Delegation
- Building confidence by using communication techniques in a motivational way
- Promoting accountability, responsibility, empowerment, and results