



Skills for Business

Performance
Management

Course Description

Duration and structure

This workshop runs over two days and is tutor led. All the sessions involve delegate input to allow them to develop and demonstrate performance management skills

After this workshop delegates will be able to:

- Understand the important of performance management and appraisal
- Understand the importance of continual feedback
- Give good quality feedback to develop their staff and the business
- Receive feedback in a positive manner
- Coach staff to improve performance
- Understand when counselling is necessary and where to go to get this for their staff

Who Should Attend?

Anyone who is responsible for managing and developing staff.

What Do I Do Now?

To book a course or to get more details please complete the Enquiry Form, call us on 01733 567262 or e-mail us at admin@vitaltraining.co.uk