

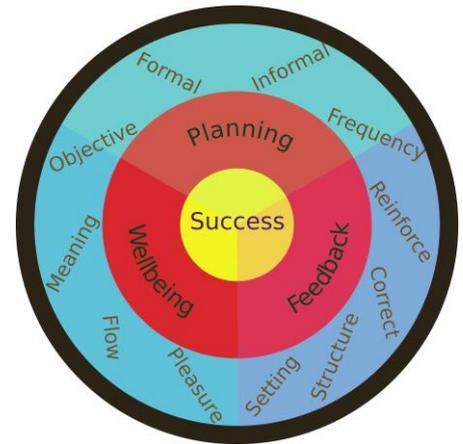
Leading Performance - Boost Program



For leaders who want to maximise the ability of their people to perform.

For organisations that want to build a culture of productivity and wellbeing in teams.

For supervisors who want to increase their ability to help their teams to succeed.



Overview

The role of the supervisor it to enable everyone to succeed

Supervisors succeed when they get everyone in their teams to succeed at doing the right things well. Their responsibility co-exists with each individual contributor's responsibility to do well. However, the individual contributor cannot succeed without clear expectations, feedback and guidance about what is required from their role.

Are you wasting resources on formal performance planning?

A common complaint in organisations is that the annual performance planning process is a costly waste of time. This is because it is not used effectively throughout the year. The annual plan is the project plan for each person about what they will do to succeed. When supervisors and individual contributors know how to use it well it can help improve productivity and wellbeing within the team.

The Performance Target

The *Performance Target* combines the strategic and tactical with the rational and non-rational dimensions of what it takes to help people to perform. It brings them together in a easily understood and balanced approach to managing performance.

- ✓ The **planning module** explores the techniques supervisors can use to get value from performance planning, focusing performance on organisational priorities.
- ✓ The **feedback module** focuses on how supervisors can engage people to improve performance and maintain high performers.
- ✓ The **wellbeing module** explores strategies for implementing work practices that benefit from the powerful link between wellbeing and productivity.

Integrated Program Elements

The program combines layers to integrate the different avenues of learning available in organisations.

- ✓ **Seminars** bring supervisors together to explore the key evidence and processes they can all use to help people succeed.
- ✓ **Coaching** sessions provide the confidential place for supervisors to review challenging situations and explore pathways for their team.
- ✓ **On-the-job** links to actual supervisory work helps supervisors to immediately get benefits for their own team priorities.
- ✓ **Progress measures** help to build momentum in the organisation to create a performance building culture.

Outcomes

- Performance management practices that help build productivity and wellbeing.
- Targeted options supervisors can use to address each person's situation.
- Ability to gain a return on the investment in the formal planning process, increasing its effectiveness.
- Strategies for building practices in teams that foster wellbeing and productivity.

BASIC DETAILS

PRICE

(Components are priced separately)
Seminars - per group
Coaching - per person/small group
Progress measures - per round
On-line resources - The Learning Centre
access is complimentary with the above

DURATION

SEMINARS
3 part day seminars over 1-2 months
COACHING
Concurrent with or following seminars

Condensed Programs or on-line delivery are negotiable for regional and other needs

GROUP SIZE

10 – 20

FURTHER INFORMATION

Contact us via
www.grevilleaconsultants.com.au
or call: 0421 080 311



Grevillea Consultants

Bringing you over two decades of leadership and development experience

“The importance of feedback as a tool for enhancing performance in organisations can hardly be overestimated. Research has consistently shown that feedback has strong positive effects on the performance of both individuals and groups.”

James R. Larson, Jr.

PROGRAM ELEMENTS



Seminars- structured conversations, research and practitioner evidence, practical frameworks and tools.

Coaching - confidential exploration of performance and team building challenges..

On-the-job learning - peer learning partnerships, application of content to work situations.

Progress measures - on-line surveys, periodic measures, status reports.

Seminar Themes

Seminar 1 (part day) *Planning for Success*

- The role of supervisor is to make everyone succeed
- Linking performance to business objectives
- Formal performance planning
- Use and frequency of formal planning and review meetings
- Combining formal and informal reviews
- Communication skills - Emotions, decisions and agreement

Seminar 2 (part day) *Feedback - The engine room for high performing teams*

- The nature of feedback
- Effective feedback - reinforcement or redirection (positive or negative)
- The structure of feedback
- The frequency of feedback
- Choosing feedback settings
- The technique of quick feedback
- Communication skills - Avoiding the closed feedback sandwich
- Culture and standards - Reinforcing a safe and healthy environment

Seminar 3 (part day) *Wellbeing for Productivity*

- The non-rational part of teams
- Evidence of the link between wellbeing and productivity
- Proactive practice - Flow, meaning and pleasure
- Building flow into role requirements
- Creating meaning for focus and direction
- Adding a little pleasure to teams
- Building a wellbeing plan in your team

ABOUT BOOST PROGRAMS

Boost programs integrate different avenues of learning and development:

- ✓ *group seminars*
- ✓ *personal reflection*
- ✓ *on-the-job learning.*

This balance provides your organisation with effective solutions to your in-house developmental needs.

The programs provide frameworks, research and data applied to real organisational challenges. These give your leaders and teams practical options for working together to build wellbeing and productivity in your organisation.

The programs adapt their priorities and content to support the senior leadership priorities of your organisation. This adaptability, combined with the practical focus on effective action, increases their value to your organisation as a structured but responsive boost to your performance.

PROGRAM DELIVERY

Programs are delivered at your premises or a suitable venue of your choice.

Programs are adjusted as needed. The experiential content is designed so learning focuses on current business challenges and priorities.

Regional programs can be provided for groups distributed across rural and remote regions. A condensed program which combines face to face and on-line delivery can be designed to reduce travel costs between local centres.