



PERFORMANCE MANAGEMENT WORKSHOP

**TABMA TRAINERS
ARE LEADING
INDUSTRY
EXPERTS WITH
EXTENSIVE
EXPERIENCE IN
THE INDUSTRY!**



Managing staff can be a real challenge especially when they are not performing to the required standard. Supervisors and managers often don't find it easy to have "difficult" conversations and they sometimes lack the necessary skills to execute these types of conversation effectively.

This workshop is about providing participants with a clear understanding as to what constitutes acceptable and unacceptable behaviour and how to manage staff for improved performance

Key topic that will be covered include:

- **Practical performance measures and the importance of setting standards.**
- **Providing feedback – positive and negative.**
- **What is acceptable and unacceptable behaviour in your workplace?**
- **Dealing with difficult behaviour.**
- **Key strategies for managing overall performance**
- **Key strategies to manage underperformance**
- **How to conduct performance management conversations**
- **Know how to overcome disagreements and work towards agreed action plans**

1 DAY COURSE ONLY \$350

"TABMA Training delivered an uncomplicated, comprehensive and cost effective training module for key staff at ITI Queensland".

Matt Partridge - QLD State Manager, ITI Australia



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