

# LEADERSHIP & MANAGEMENT

QNET presents:

## Employee Performance Management

Thursday, September 26, 2013 – 8:15 a.m. to 4:15 p.m.

Location: QNET – Suite 660, 175 Hargrave Street, Winnipeg

This interactive workshop will provide participants with an overview of the performance management process and an opportunity to practice some of the skills involved in managing employee performance.

Participants will:

- Understand the steps involved in a performance management process (job planning and review).
- Learn the components of performance planning.
- Know how to establish relevant work objectives.
- Identify competencies and learn how to use them.
- Learn how to establish development goals.
- Practice providing clear feedback to employees.
- Use the human performance model for assessing performance problems.
- Understand different approaches to monitoring performance.

**Facilitator:** **Lesley Lindberg** is the principal in Lindberg Consulting, a firm that offers services in strategic planning, team building, quality and change management, organizational audits and reviews, project planning and best practice research. Lesley has a long history of working in organizational development and a reputation for providing challenging programs that deliver results. With 25 years of training and consulting experience in organizational development, she is well practiced in developing and delivering training material and bringing it alive in challenging, practical and relevant ways. She has developed and delivered train the trainer programs and provided coaching and mentoring services. Lesley has a background in Educational Psychology, is a Past President of the Project Management Institute and a past board member of the Manitoba Society for Training and Development.

**This workshop is:**

- An optional course in the 70 credit hour QNET Certificate in Management Development (CMD)
- Eligible for credit in the CAM:OE (Certificate in Applied Management: Organizational Effectiveness) in partnership with the University of Manitoba, Continuing Education

*This session is presented by QNET in partnership with APICS Winnipeg Chapter and Industry Workforce Development, Manitoba Entrepreneurship Training & Trade*

**REGISTER NOW** - Fax this form to 204.949.4990 or register online at [www.qnet.ca](http://www.qnet.ca)

Fee: (includes a light lunch)     \$299.00 + GST for Members of:     QNET     APICS     \$359.00 + GST for Non-Members

Name \_\_\_\_\_ Title \_\_\_\_\_

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Cancellations (by the attendee) must be received in writing no later than 6 business days prior to the session. After that time, the full registration fee will apply. Substitutions are accepted at any time. Invoices will be sent for non-attendance. All funds are charged in Canadian dollars. If the session is cancelled / postponed by QNET and you have already paid for the session, you will receive a credit by email – you can apply this to your credit card or request a refund cheque. QNET is a Scent-Free Zone: Due to the chemical sensitivity of some of our clients, we ask that you refrain from wearing perfume, sprays or cologne at the QNET Office.



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