

Addressing Employee Poor Performance for Federal Supervisors

Course Number: 4982

Length: 1 Day

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

Course Description

Learn how to use the performance management cycle and performance improvement plans (PIPs) to effectively address poor performance in the federal government. Through discussions and scenarios, you will learn to assess employee performance, partner with human resources (HR) to manage the PIP process, and navigate difficult conversations. Whether you're an experienced supervisor or building your skills, you'll be ready to identify performance issues, determine next steps, and keep your team performing at a high level.

Intended Audience

Federal supervisors who are responsible for managing the performance of others.

Client-Provided Facility Requirements

- 1 computer per student with Internet and Microsoft Office 2010
- Internet required for instructor computer

Course Learning Objectives

- Assess employee performance using the performance management cycle
- Manage through the performance improvement plan (PIP) process to address poor performance

Course Schedule

DAY ONE	
MORNING	Module 1: Employee Performance Management
LUNCH	
AFTERNOON	Module 2: Addressing Poor Performance

Learning Methods

Individual, small-group, and large-group exercises; lecture, discussion, case study, action planning

Credits

Addressing Employee Poor Performance for Federal Supervisors

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Personnel/Human Resources
- Level: Intermediate
- CPEs: 8

Professional Development Units (PDUs)

- Credits: 7

Continuous Learning Points (CLPs)

- Credits: 8

Prerequisites

There are no prerequisites for this course.

Pework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

- [Leadership Skills and Techniques](#)
- [Anytime Coaching](#)
- [Building and Sustaining Teams](#)
- [HR Essentials for Government Supervisors](#)
- [Supervisor's Playbook](#)
- [Supporting Professional Growth in Organizations](#)

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Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/4982>



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