

Developing Performance Goals and Standards

Setting smart goals helps people shape smart plans

Developing Performance Goals and Standards is the key to developing an effective team, and the key to an effective team is participation. When people participate in setting goals



and developing a plan, they buy into that plan, and the plan then becomes their own.

An important part of a manager's role is to encourage team members to develop effective performance goals and to commit to those goals on a daily basis.

This program provides the tools to align the individual with the performance requirements of the organization. It will help managers build a more effective process for goal creation, clear work standards, and better job performance.

Objectives

Participants completing **Developing Performance Goals and Standards** will be able to

- Define goals, objectives and performance standards.
- Identify and set performance standards that are specific, measurable, attainable, results-oriented, and time-framed, using concrete active language.
- Establish time limits for all performance standards.
- Involve team members in creating their own individual performance standards.
- Negotiate with team members to develop effective S.M.A.R.T.-based performance standards.
- Monitor team members' progress toward their goals by holding individual review meetings.

Offered in Classroom, Online, or Blended Formats.

Classroom Time: 4 hours

Online Time: 1.5 hours

Solution

Settings definite goals that are specific, measurable, attainable, results-oriented, and time-framed.