

PERFORMANCE MANAGEMENT OVERVIEW

IDAHO DIVISION OF HUMAN
RESOURCES



What is Performance Management ?

- Performance Management is a valued process that assists an organization in guiding their employees to better performance.
- Performance Management drives results when it holds everyone, managers and employees, accountable.
- This accountability is based on employees understanding their job expectations and why those expectations matter.

Performance Management is...

- Good performance management is based on relevant feedback and coaching.
- Basically, performance management should be ongoing conversations between supervisors and employees that supports the accomplishment of strategic objectives.
- Rather than only considering the process once a year, managers should be discussing objectives, evaluating results and delivering continual feedback to employees about their performance.

Other points on Performance Management...

- **Illustrates how an employee's job contributes to the success of the organization** by linking work efforts with company's mission, vision and objectives.
- **Helps employee know what needs to be done to be successful on the job** by focusing attention on setting clear performance expectations (results + actions & behaviors).

Other points on Performance Management...

- **Focuses departments on what needs to get done and provides a solid rationale for eliminating unnecessary work** through the use of objectives, standards, and performance metrics.
- **Gives employees a clear path for growth** by defining job-mastery and career development goals as part of the process.

Other points on Performance Management...

- **Enables employees to quickly identify problems and change course of project or work assignment** through regular check-in discussions, which include status updates, coaching and feedback.
- **Shifts focus from performance as an annual event and sets it as an ongoing process** by basing performance evaluations on the summary of check-ins & status updates.