



Hemisphere Consulting

PeopleStrategiesForBusiness™

Hemisphere Consulting Pte Ltd - 200210903G | Hemisphere Consulting [Malaysia] Sdn Bhd - 200719382R | Hemisphere Consulting [Indonesia] Pte Ltd - 200912776W
300 Beach Road, The Concourse #29-03, Singapore 199555 | www.hc.com.sg | Tel: +65 6396 6331 | Fax: +65 6396 6332 | email: c-serv@hc.com.sg

Performance Management Workshop

Principles, Processes & Techniques

Public Program: Contact for Dates

In-House Programs: By Arrangement

Performance Management Workshop

With expanding business opportunities in Asia and the growth opportunities that this presents it is imperative that organisations maintain a competitive people edge.

Many organisations do not have the talent they need to achieve their growth plans. As a consequence there is fierce competition for talent. Performance management is key to attracting, retaining, growing and developing an organisation's talent.

This workshop provides participants with a comprehensive framework and model for performance management and skills training in designing and implementing performance management programs.

Who Should Attend?

Leaders in organisations who have responsibility for managing people, human resource professionals, project leaders, consultants and others with responsibilities for people and organisational development.

Workshop Content

- To provide a practical and integrated approach for performance management
 - Aligning roles and responsibilities to organisational objectives
 - Objectives and target setting
 - Designing 360 degree tools
 - Approaches to talent development
 - Profiling capability – skills and competencies
 - Performance assessment and review
 - Designing Rewards and Recognition policies
 - Career and succession planning, open sourcing options
- Designing effective development action plans
- Conducting effective performance reviews

What You Receive With Enrolment

- *Three Keys to Development*
Defining and Meeting your Leadership Challenges
Henry Browning and Ellen Van Velsor
Published by the Center of Creative Leadership
- *Building a Career Development Program*
Nine Steps for Effective Implementation
Richard L. Knowdell
- Tool kit on Performance Management Processes and Techniques
- Morning and afternoon teas and lunch

Optional Additional Elements

- Use of psychometric instruments to facilitate the process - Participants can also be profiled in/receive the following:
- Benchmarks® or SKILLSCOPE® 360 – feedback report
 - FIRO-B®
 - MBTI®

What You Will Get Out of This Program

- Enhanced understanding of the principles, processes and approaches to performance management
- Expanding self and organisational capability in performance management
- Framework for talent development
- Skills to design and implement an Integrated Approach to performance management

Course Leader – Robin Robbins

Robin is the Principal Consultant of Hemisphere Consulting, a consultancy focusing on people strategies for business. He has over twenty years of experience in the area of personal and leadership development and has held senior positions in H.R. and training with Unilever. Robin conducts in-house and public training and certification programs in the MBTI®, FIRO-B®, Strong Interest Inventory®, Benchmarks® & SKILLSCOPE®. He is also certified in CPI 260® & CPI™ 434. Robin is an Adjunct Feedback Coach with the Center for Creative Leadership (CCL).

Enrolment, Fee & Further Details

Public Program fee: SGD 950 per participant

(Fee includes all resource materials, books and toolkit)

(Payment can be made in US\$ if preferred. Relevant government tax is chargeable in addition)

Date, time & location: Contact for Date. 8.45am to 5pm. 300 Beach Road, The Concourse, #29-03 Singapore or Client's own venue.

For Further Information, Please Contact

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Performance Management Workshop

□ Contact for Dates 2 Days Program Registration Form

Personal Details

Name: Ms/Mdm/Mrs/Mr/Dr.....

Position:

Organization:

email:

Tel: Fax:

Address:

.....

City: Postcode:

Country:

MBTI Type (if known):

Cancellation Policy

Clients may cancel attendance subject to the following conditions;

Cancellation

- Refund of 85% of total fees, if notifications received in writing two weeks prior to program, AND all materials (if any) returned, in saleable condition.
- Refund of 50% of total fees, if notifications received in writing more than one week but less than two weeks before program, AND all materials (if any) returned, in saleable condition.
- No refund if cancellation received less than one week before program.

Hemisphere Consulting reserves the right to cancel or postpone workshops due to unforeseen circumstances. All fees, terms, and conditions are subject to change without notice.

Fees

Program Fee **SGD 950**

(Fee includes all resource materials required for the program)

(Relevant government tax is chargeable in addition)

Note: Payment can be made in US\$ if preferred

Agreement

I hereby certify that the information supplied in this registration is true and correct, to the best of my knowledge. I certify that I have read the conditions of attendance in this training program and I agree to abide by the conditions relating to them.

Signature: Date:

Registration & Payment

Payment in Singapore Dollars **S\$950**

Total amount to be confirmed with invoice.

Mail or fax form to:

Hemisphere Consulting Pte Ltd

Hemisphere Consulting [Malaysia] Sdn Bhd

Hemisphere Consulting [Indonesia] Pte Ltd

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#29-03 The Concourse

Singapore 199555

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Fax: +65 6396 6332

email: c-serv@hc.com.sg

web: www.hc.com.sg

Cheque payable to:

Hemisphere Consulting Pte Ltd

Bank transfer: Contact for banking details.

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