

Managing Underperformance Online Course

Are individual members of your team performing less well than you had hoped?

Dealing with underperformance can be challenging for employees and employers alike, but it does need to be addressed and resolved early. The longer that underperformance is allowed to continue, the more difficult a satisfactory resolution becomes.

What covered in this course:

- Defining underperformance.
- Underperformance or poor performance vs misconduct or poor conduct.
- Measuring and evidencing underperformance.
- Possible causes of underperformance.
- Management skills to consider.
- ACAS (Arbitration, Conciliation and Advisory Service) guidelines on managing performance.
- Creating an informal action plan.
- Developing a formal Performance Improvement Plan using SMART objectives.
- What to do if there is still no improvement in performance



Online course
via Zoom



£55



Starting:
November 10th
10:00- 13:00

More information:

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Community First
training