



Global Professionals Institute for Training
معهد المحترفون العالميون للتدريب الأهلي

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Performance Management and Coaching



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معهد المحترفين العالميون للتدريب النهلي

Introduction

Effective performance management is essential for building high-performing teams and achieving organizational goals. This course focuses on equipping leaders with the skills to set clear performance expectations, provide constructive feedback, and coach team members toward continuous improvement. By integrating coaching techniques, leaders can inspire growth, enhance employee engagement, and foster a culture of accountability and excellence. Through practical tools, case studies, and hands-on exercises, participants will gain the skills to drive team performance and individual development.

Course Objectives:

- ✓ Understand the principles of performance management and its impact on organizational success.
- ✓ Learn to set clear and achievable performance goals aligned with organizational objectives.
- ✓ Develop skills in providing effective feedback that drives improvement.
- ✓ Master coaching techniques to support employee growth and development.



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Who should attend?

- ❖ Managers and supervisors responsible for team performance.
- ❖ Team leaders seeking to enhance team productivity and morale.
- ❖ Human resources professionals involved in performance management.
- ❖ Aspiring leaders who want to build effective coaching and management skills.

Program Syllabus

First Day

- Introduction to Performance Management and Coaching
- Setting SMART Performance Goals
- Aligning Individual Goals with Organizational Objectives
- Creating a Culture of Accountability



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Second Day

- Understanding the Performance Management Cycle
- Effective Communication for Performance Management
- Delivering Constructive Feedback
- Coaching for Development and Growth

Third Day

- Recognizing and Reinforcing Positive Performance
- Performance Metrics and Key Performance Indicators (KPIs)
- Handling Performance Reviews and Appraisals
- Addressing Underperformance



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Fourth Day

- Employee Development Plans
- Motivation and Engagement in Performance Management
- Conflict Resolution in Performance Management
- Time Management in Performance and Coaching

Fifth Day

- Developing Emotional Intelligence in Coaching
- Encouraging Self-Assessment and Reflection
- Continuous Improvement and Follow-Up
- Creating a Performance Management Action Plan



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Program Methodology

A highly interactive combination of lecture and discussion sessions will be managed to maximize the amount and quality of information, knowledge and experience transfer. The sessions will start by raising the most relevant questions, and motivate everybody finding the right answers. The attendants will also be encouraged to raise more of their own questions and to share developing the right answers using their own analysis and experience. Course material through power point equipped with necessary animation, learning videos, and general discussion to provide participants with full understanding concerning the subject course will be provided.

Percentage of Delivery Methodologies

50% Presentation

20% Group & Individual Exercises

20% Case Studies

10% Active Movies and Videos

العرض المالي

السعر	مكان الانعقاد	تايخ الانعقاد	مدة البرنامج
1200kd	Cairo	26- 30 January 2025	5 days

تفاصيل التكلفة :

- المحاضرة العلمية ❖
- المادة العلمية ❖
- الشهادات ❖
- بوفيه خفيف ❖
- ❖



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