



**COMMUNITY  
WAIKATO**

*"Unearthing the wisdom"*  
Hurahia te whakaaronui

*Tē hira tangata ki Waikato, ki Raukawa  
ki Maniapoto, ki Hauraki*



---

## **Community Waikato In conjunction with UNITEC Presents...**

**Part one of the managing to Make a Difference Series**

### **Developing and Managing Staff Performance**

**With Aly McNicol**

This course will improve your abilities to motivate, manage and evaluate the performance of others in ways that work in your not-for-profit organisation. Topics include what is performance management, the seven habits of effective performance management, ensuring expectations are set and met in work teams, dealing with non-performance, performance appraisal, the art of feedback – having constructive conversations about performance and coaching and mentoring in the workplace.

**Tuesday May 26 2009 @Community Waikato, 33 Victoria Street Hamilton 9-4.00 pm**

**Cost: Members of NFP community organisations \$30. Others \$80.**

**Morning tea, lunch and afternoon tea provided. Please be here ready for a 9 o'clock start**

Parking is available \$5.00 for the day in the HCC pay and display carpark to the left of Community Waikato's premises (police station side). Please bring coins with you for this

**Please note, prompt payment is required to secure your place at this workshop**

 -----  
**REGISTRATION FORM**

Name(s):.....

Organisation:.....

Address:.....

Phone:.....Email:.....

Payment Enclosed \$.....

Places are limited. Please phone or email confirmation of registration and send your payment to secure a place at this essential workshop to Community Waikato, P O Box 391, Hamilton

Contact Sally- 07 8381583 or [sally@communitywaikato.org.nz](mailto:sally@communitywaikato.org.nz) for any further information