



**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...

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 June 15 2010 @Community Waikato, 33 Victoria Street Hamilton 9-4.00 pm

Cost: Members of NFP community organisations \$90. Others \$150.

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

Parking is available next door \$5 for the day (bring coins) or come on the bus. The free shuttle stops just outside and the orbiter bus stops just around the corner opposite the Police Station.

 Please note, payment must be received to secure your place

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 for any further information

Developing and Managing Staff Performance 15 June 2010