

## **Performance Review Skills for Councillors**

This is an essential workshop for any member who will be involved in the appraisal or performance review of their council's Chief Executive.

### **Programme Objectives**

By the end of the session, delegates will be able to:

1. Understand and work within their council's review scheme
2. Explain the reasons for appraisal and describe the benefits at corporate, management and individual levels
3. Evaluate performance against identified performance measures
4. Construct and conduct an effective meeting
5. Provide constructive and motivational feedback
6. Set specific and measurable goals linked to corporate objectives..

### **Further information**

The programme will be built around the council's performance review process and input is welcomed from the council's HR team.

**Duration:** Three hours