



MIIA Professional Development Training

Performance Discussions: Timely Feedback and Performance Appraisals

Date:

October 23, 2019

Time:

8:00 – 9:30am

Presenter:

Allan Marsh, MBA

Location:

Groton Town Hall
173 Main Street
Groton, MA 01450

Contact:

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To Register:

Go to www.emiia.org and click on "Training Calendar"

A key ingredient to effective management is honest, direct communication about an employee's performance. Easier said than done! This session will address the entire process of employee appraisal, including writing and setting goals with employees, evaluating employees' performance, and strategies for communicating bad news. Participants will leave with specific steps and skills for effective employee appraisal.

Presented by your Employee Assistance Program, offered through AllOne Health

1.800.451.1834