Employee Performance Evaluations and Professional Development in Government

Managing and Developing a Performance-Based Workforce in Government

Align Performance Evaluations with Agency Mission

Encourage and reward employee performance and integrate Your strategic plan to distinguish "outstanding" employee performance

Harness the Benefits of the Management Accountability Framework

Maximize the benefits of professional development and certification programs to further the agency's mission

Craft Employee Development Plans

Promote training and retention to enhance employee retention and advancement through effective professional development initiatives

Develop Innovative Employee Evaluation Techniques

Understand the importance of performance evaluations and how they cultivate quality leaders

Featuring Innovations in Employee Performance Management for:

- **Human Resource Directors**
- **Training Managers**
- **Staffing Directors**
- **Program Managers**
- **And ALL other government leadership charged with employee performance evaluations and professional development**



April 19-20, 2004
Ottawa, Ontario

The Performance Institute

Maximize Government Employee Potential through Effective Performance Evaluations!

Design Effective Employee Performance Management Systems to Meet New Accountability Criteria!

Agenda

Day One: April 19, 2004

8:30	Registration and Continental Breakfast
9:00	Keynote Address: Latest Initiatives and Innovations in Employee Performance Management and Development
9:45	Updates on the Professional Development and Certification Program
11:15	Innovations in Conducting Employee Performance Evaluations and Improving Professional Development
12:15	Networking Luncheon
1:15	Retaining Organizational Knowledge: Developing Mentoring and Coaching Programs in Government
2:15	Case Study: Maintaining Strategic Leadership for Management Change
3:15	Developing Model Performance Plans for Employees: An Overview
4:15	Adjourn

Day Two: April 20, 2004

8:30	Registration and Continental Breakfast
9:00	Aligning Employee Development Plans with Agency Human Capital and Strategic Plans
10:15	Utilizing Workforce Planning to Assist in Employee Development
11:15	Case Study: Implementing Effective Leadership Development Programs at the Department of National Defense
12:15	Luncheon

Application Sessions

1:15	Conducting Employee Performance Evaluations: Minimizing Risk and Maximizing Impact
2:45	Creating Goals and Measures for Employee Performance Plans and Evaluations

4:15 Adjourn

For a More Detailed Agenda, Visit our Website at:
www.performanceweb.org

Instructors:

Bob Whitelaw, *President, Better Business Bureau of Canada*
Felipe Monroig, *Director of Consulting, The Performance Institute*

How Do I Register?

Call The Performance Institute at 703-894-0481 or visit us online at www.PerformanceWeb.org.
Make sure you use Priority Code **P271-MAIL** when registering.

Hotel

The *Employee Performance Evaluations and Professional Development in Government* will be hosted at the conveniently located Novotel in Ottawa. A limited number of rooms have been reserved at a discounted rate of $125 CAD (please contact the hotel by April 1 to receive the discounted rate). Please make sure to ask for the Performance Institute conference rate when you make your reservation.

Novotel Hotel Ottawa
33 Nicholas Street
Ottawa, Ontario K1N 9M7
613-230-3033
http://www.novotelottawa.com

Tuition

The fee for attending Employee Performance Evaluations and Professional Development in Government is $1420 CAD.

Group Discounts

Reduced tuition rates for delegates who attend in groups of three or more are available by contacting Damin Hopkins at 703-894-0481 or Hopkins@PerformanceWeb.org.

Administrative Note: A 10% cancellation fee on registration will be charged for cancellations received less than three weeks from the date of the conference. As speakers are confirmed 6 months before the event, some speaker changes or topic settings may occur.

