



PROUDLY PRESENTS

Developing, Training and Rewarding Your People Workshop

What's in it for you?

It is common cause that the incredible speed and diversity of change in practically everything we do makes it imperative to equip our employees with flexibility. Enterprises that are not flexible tend to be left behind by the ubiquitous change. Flexibility results from openness, where everyone is exposed to practically everything that is going on and so quickly become aware of the need for change, and from development and training which equips them to handle new situations with new skills and practices. Our employees need to grow in knowledge, attitude and skill as the enterprise grows and to be rewarded for success in the ever-changing environment.

This workshop will give your employees the ability and desire to grow and change (but to understand that they have to compete for advancement) and your managers the tools to guide and support them to do so.

Who should attend?

Any leader or manager who has to get results through and with teams from junior-middle management to the very top of the organisation.

What is the objective of the workshop?

To provide managers with an understanding of the theory and practice of developing, training and rewarding people, and the tools to implement them.

Content

Developing and training

-  Create openness.
-  Learning in an enterprise.
-  Development on the job:
 - Acting appointments.
 - Committee membership.
 - Job rotation.
 - Job enlargement/enrichment.
 - Mentoring.



- 👤 Development off the job.
- 👤 Training on the job.
- 👤 Training off the job.
- 👤 Sources to identify training needs:
 - New team members.
 - Existing team members/existing needs.
 - Future needs.
- 👤 Technique for performance appraisal and counselling:
 - Before the meeting.
 - During the meeting.
 - After the meeting.
 - Career development.
 - Detailed outline for a career development discussion.
 - Questions to guide the career development discussion.
 - Two things you should not do.

Rewarding people

- 👤 Financial incentives.
- 👤 Does money motivate?
- 👤 Team financial incentives.
- 👤 Guidelines for an effective financial incentive system:
 - The action rewarded must produce the desired results and be identifiable to the person rewarded.
 - The reward must follow the action quickly.
 - The reward must be enough to generate the extra effort and ingenuity needed.
 - If the incentive produces exceptionally good results and the participants earn very high rewards, the scheme must not be changed to reduce their earnings.
- 👤 Description of recommended incentives calculation method
- 👤 Commitment.
- 👤 The incentive pool.
- 👤 Who gets incentive payments?
- 👤 How to calculate individual incentives.
- 👤 Advantages of this system.
- 👤 Disadvantage.
- 👤 Schedule showing example of an incentive calculation.
- 👤 Moderation/moderators.
- 👤 Action Plans
 - What they are.
 - How and when to write them.



-  Self-evaluation
-  Templates and examples

Each workshop includes the vital skill of Action Planning!

This workshop is one of the building blocks of the world-class

T³ Leadership/Management System

A fully integrated system to run any enterprise, including hard and soft skills.

General Information

Price: Prices to be provided on request

Duration: One day

Kindly Contact:

Theresa Nash

011 396 3121 or 082 922 5376

theresa@identilead.com

Lenie Olivier

083 273 5344

lenie@identilead.com

