

# Performance Management Series For Managers and Supervisors

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In this 4-part series, learn to engage employee commitment and improve performance.

Each class introduces core concepts, provides practical tools, and includes opportunities for practice and feedback.

## Classes

We recommend, if possible, that you take this series in sequence to receive the highest return on your time investment and professional development.

1. **Setting Performance Expectations**  
3/18, 8:30-12:30, Laurel Heights
2. **Coaching for Improved Performance**  
4/15, 8:30-12:30, Laurel Heights
3. ***This month*: Conducting Performance Appraisals**  
2/18, 8:30-12:30 Laurel Heights
4. **Delegating for Success & Accountability**  
3/11, 8:00-12:00, Laurel Heights

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## You'll learn to:

- Strengthen your communication skills
- Set clear performance expectations
- Conduct effective and meaningful performance evaluations
- Coach and develop your employees for success

## To Register

- Log in to the UC Learning Center <http://learningcenter.ucsf.edu> with your Employee ID.
- Search for each class title.
- Click *Register* next to the class.
- Click *Submit*.