

HR Direction – The Fundamentals of Staff Motivation – 4 Aug 2009

This workshop is in response to a request from CEO Sonia Pratt from Laura Ferguson Trust whose staff are unable to attend the Tuesday monthly lunchtime forums held at Community House. The workshop will explore the 3-4 essential HR issues facing managers that aspire to have totally committed staff.

The approach will be to start with a behind the scenes look at what fundamentally motivates employees over the long term. How can managers encourage staff to be truly focused, inspired, and committed during the whole employment with your organisation? This theory is then related to the topics below. Case studies/practical exercise are used to help reinforce key concepts.

Staff Inductions

- Understanding the position and organisation values, vision and mission.
- Who does what, why, names, roles, responsibilities, boundaries, clients stakeholders relevant external others.
- What does organisation success look like?

Performance Appraisals - Making them Work

- Why they can backfire - fear of the unknown, criticism and comparison
- Importance of strength based, etc.
- Pre-appraisal plan, documentation
- Career development
- Follow up
- What makes the whole process a success

Difficult Staff Issues

- Finding the reason for the problem, 3 possible areas
- An approach that keeps the peace
- A workable, realistic solution that can actually work, and how to make it work
- Follow up, the importance of doing what is planned.
- When nothing seems to work.

Retention – How to keep your stars

- Why staff go.
- How to keep them (simple strategies)
- Exit interviews