Shropshire HR Training

Managing Capability Concerns Effectively

Course Duration
3 hours - face-to-face workshop

Cost
£60

Course Overview
A lack of employee capability will in most cases lead to unsatisfactory performance and unless addressed may cause problems for the whole team. It's crucial to explore the reasons why and address issues promptly to support individual and team wellbeing and effectiveness.

The session will support managers with practical guidance to address concerns of poor performance fairly and consistently.

- Roles and responsibilities of managers in performance management
- Capability v Conduct
- Possible causes of poor performance
- Managing poor performance during the probationary period
- Addressing underperformance informally/formally
- Implementing robust performance improvement plans
- Legal background and implications of not following best practice

Who is this course for?
This session is ideal for managers who want to develop understanding and gain confidence in managing capability issues safely and effectively.

It's suitable for those new to people management or managers who want a refresher and update on good practice.

Booking
Please email shropshirehr@shropshire.gov.uk for further information and to book your place.

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