Performance Management and Development
Spotlight for Supervisors

November 2018

The first phase in the *Performance Management and Development Cycle* is **Plan**.   During this phase, a collaborative effort between the supervisor and employee occurs which involves reviewing the job description, identifying critical performance objectives, developing goals, setting expectations, explaining how an employee can meet and exceed standards, and discussing training objectives to help the employee develop competencies or identify career development objectives.

The resources below are available through **Learning on Demand** to assist you in exploring more on the topic of *Performance Management and Development.*

- [Performance Management: Be Clear on the Goals](#) – video, 3 mins.
- [S.M.A.R.T. Goals](#) – video, 3 mins.
- [Goals and Setting Goals](#) – course, 2 hours

To learn more about *Performance Management and Development*, exempt and IT professionals can visit **Learning on Demand** by clicking on the link below.

- Go to [MyOhio.gov](#).
- Sign on with your OH|ID Workforce User ID and Password. User IDs and Passwords are case sensitive. Be sure your Caps Lock key is off.
- Click **My Workspace**, then select **Applications** and click **Learning on Demand**.

Please review and adhere to your agency's training and development policies, procedures and guidelines regarding the use of Learning on resources and tools.

For more information about *Performance Management and Development*,
email ePerformance@das.ohio.gov or call 614-728-8973.

Engaging and Developing Talent