

Courses for Chambers' Practice Management - Product Sheet

BESPOKE TRAINING & PERSONAL DEVELOPMENT SOLUTIONS FOR BARRISTERS' CHAMBERS



Practice
Management
Excellence

Performance Management of Staff

From team motivation to running a first-class appraisal system

Performance Management of Staff is a workshop which addresses the significance and structure of managing and developing the careers of your practice management staff. You will gain enhanced skills in running professional staff appraisals, motivation of the clerk's room and achieving the most from your team.

This course examines staff appraisal best practice. We examine goal setting and management systems to ensure progression towards Chambers' business objectives.

This workshop is designed for all Clerks and Practice Managers and will explore the following:

- Organisational motivation, goals and alignment
- Management and leadership
- Managing people in organisations
- Basic performance management
- Business coaching and its practice
- Understand the limitations of change

This course is designed to be engaging and practical for Clerks and practice management from all educational backgrounds. It can be conducted in a group or one-to-one, in person or remotely.

How is it done?

All our workshops are developed with high levels of input from delegates. We professionally coach our delegates rather than tell them what to do. By doing this we achieve maximum learning, high relevance to Chambers and embed change. Delegates will experience low levels of PowerPoint and high levels of interaction, leaving with all course notes and extending reading materials. The time allowance for this course 5.5 hours excluding breaks. It can be conducted in one day or over two evenings.

What will I get from attending?

- Build confidence in being able to influence the careers of your chambers staff
- Understand the logical steps of professional performance management
- Identify and manage staff potential, build professional development plans
- Raise your personal profile and discover the power of business performance coaching

Who would benefit from this?

- Clerks, Practice Managers
- Any Chambers' support staff who are responsible for the management of staff

Contact Us

For more information about our courses and what else we offer, please visit: www.pmetraining.co.uk or to book your place contact nicky@pmetraining.co.uk