

Performance Management Behavioral Anchored Rating Scale - Manager

Employee Name:		Position:	
Manager Name:		Date:	

Performance Management BAR - Employees	
Manager Foundation Behaviors	Rating 1-5
<p>Plans for team and individual performance</p> <ul style="list-style-type: none"> • Sets specific performance goals and identifies how these goals will be measured • Works with team members to provide clarity of performance objectives • Works with team members to identify sources of evidence of performance 	
<p>Supports employee</p> <ul style="list-style-type: none"> • Is knowledgeable about your employee's performance • Facilitates regular, monthly, performance reviews • Provides regular and objective feedback to employees • Provides regular coaching to improve performance • Provides negative feedback in a positive and supportive manner 	
<p>Manages Employee Performance</p> <ul style="list-style-type: none"> • Addresses poor performance promptly with the team member • Addresses poor behavior promptly with the team member • Works with team members to prepare improvement / coaching plans with smart actions or using the GROW model 	
<p>Employee Development</p> <ul style="list-style-type: none"> • Appropriately provides team members with frequent ad-hoc feedback • Works with team members to set specific development goals • Regularly follows through on the status of employee development goals 	

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Manager Intermediate Behaviors	Rating 1-5
Closely monitors employee performance	
Provides positive feedback to motivate employees to exceed the minimum performance standard	
Provides guidance and regular feedback to help individuals or teams to achieve objectives	
Coaches employees to set performance goals above the minimum acceptable standard of performance	
Shares techniques to help others to exceed performance standards	
Raises the bar on performance for self and others	
Continually monitors performance and strives for excellence	
Puts in place tight performance management for under performers	
Manages team members to adhere to behavioral expectations	
Manager Advanced Behaviors	Rating 1-5
Links team and individual performance objectives to the organizational strategy	
Links feedback on performance to the organizational strategy <ul style="list-style-type: none"> • Illustrates how exceeding team and individual performance goals helps the business to succeed • Outlines the consequences of poor performance in terms of team performance and organizational performance 	
Repeats stories of outstanding performance to others (to show what is possible)	
Speaks positively about meeting objectives	

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Manager Expert Behaviors	Rating 1-5
Creates culture where under performance is quickly addressed	
Clearly communicates expectations for performance management	
Clearly communicates the objectives of the business and articulates how each role or individual contributes to the achievement of those objectives	
Establishes objectives and priorities to provide focus for the business	
Establishes the key metrics and performance standards that will drive the business performance	