CIPM SPECIALIST CERTIFICATION CURRICULUM ON PERFORMANCE MANAGEMENT

Month 1: Foundation in Performance Management

Week 1-2: Introduction to Performance Management

- Overview of performance management concepts and its importance.
- Historical perspective and evolution of performance management systems.
- Guest Speaker Session - Expert insights on practical applications.

Week 3-4: Legal and Ethical Aspects of Performance Management

- Understanding laws and regulations.
- Ethical considerations.
- Case Studies - Analysis of legal and ethical dilemmas.

Week 5-6: Setting Performance Expectations

- Goal setting methodologies.
- Alignment with organizational objectives.
- Role-Playing Exercises - Practice goal-setting conversations.

Month 2: Performance Evaluation and Improvement

Week 1-2: Performance Appraisal Systems

- Different approaches.
- Designing effective processes.
- Online Learning Resources- Access to modules on best practices.

Week 3-4: Performance Coaching and Feedback

- Techniques for providing constructive feedback.
- Coaching methodologies.
- Coaching Simulation - Role-play exercises.

Week 5-6: Addressing Performance Issues and Development Plans

- Identifying problems and managing underperformance.
- Designing development plans.
- Guest Speaker Session and Case Study Analysis - Expert insights and practical examples.

Month 3: Implementation and Capstone Project

Week 1-2: Technology in Performance Management and Change Management

- Overview of performance management tools.
- Strategies for change management.
- Software Demonstration and Change Management Simulation.

Week 3-4: Performance Management Training for Managers

- Managerial role in performance management.
- Practical skills.
- Workshop Sessions - Interactive training.

Week 5-6: Capstone Project and Final Assessment

- Project development.
- Presentation and assessment.
- Mentoring Sessions and Peer Feedback - Guidance and peer evaluation.