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COURSE BROCHURE

# Coaching for Performance Goals and Development Plans Training Course

3 – 7 January 2027
Doha

# Coaching for Performance Goals and Development Plans Training Course

**Ref:** 831_31599 **Date:** 3 – 7 January 2027 **Location:** Doha **Fees:** 5500 GBP

Coaching for Performance Goals and Development Plans is a 1-week training course for managers who run appraisals and own staff growth, and each participant completes a Coaching-Linked Development Plan Tracker. Annual ratings alone no longer move performance, so organisations now expect managers to hold continuous coaching check-ins tied to agreed objectives and measurable development actions. Jupiter Prime Training presents this course for appraising managers.

## Why Coaching for Performance Goals and Development Plans Matters Now

Two shifts drive this subject: performance cycles moving from one annual rating towards quarterly or continuous check-ins, and employees asking for visible growth paths before they commit to staying. Where managers connect objectives, observed behaviour and development actions, appraisals become fairer and capability rises; where they do not, ratings feel arbitrary and talent drifts away. The course draws on the GROW model Goal, Reality, Options, Will for check-in structure and on the International Coaching Federation ICF Core Competencies for evoking awareness and facilitating growth.

## Who Gains Most from Coaching for Performance Goals and Development Plans

- Managers who set objectives and rate performance at year end
- Department heads who approve promotion and succession nominations
- Supervisors responsible for probation and capability conversations
- HR partners who design appraisal forms and calibration meetings
- Technical leads who sign off skill development for specialists

A management cohort from one division gains most when several members attend, because they can align on one check-in rhythm and one way of evidencing development progress.

## Coaching for Performance Goals and Development Plans Capabilities

The outcomes connect what a manager observes week to week with the objectives and growth actions recorded in the appraisal cycle.

- Translate business priorities into SMART performance objectives — the appraisee and the department head
- Apply the SBI feedback model to describe observed behaviour and its impact — fairness of year-end ratings
- Design individual development plans using the 70-20-10 learning mix — the employee's growth path
- Run GROW-structured performance check-ins — progress between appraisals
- Calculate progress against agreed performance measures and development milestones — calibration and promotion decisions
- Build a tracker linking coaching sessions to objective and capability movement — HR and finance stakeholders

## Key Coaching for Performance Goals and Development Plans Terms

- Performance check-in — a short, regular coaching conversation reviewing progress on objectives between formal appraisal points.
- SMART objective — a goal that is specific, measurable, achievable, relevant and time-bound, used to anchor performance conversations.
- SBI feedback — a feedback structure describing the Situation, the observed Behaviour and its Impact, avoiding judgement of character.
- Individual development plan — a written record of capability goals, learning actions and evidence agreed with the manager.
- 70-20-10 mix — a guideline that most growth comes from experience, some from relationships and a smaller share from formal learning.
- Calibration meeting — a session where managers compare ratings across teams to make performance judgements consistent and defensible.

## Coaching for Performance Goals and Development Plans Day by Day

## Day 1: Performance Cycles and the Coaching Role

- Annual Versus Continuous Performance Cycles — Choosing a Check-In Rhythm
- Manager as Coach Versus Assessor — Handling the Dual Role Tension
- Performance Diagnosis Grid of Will and Skill — Matching Coaching Style
- ICF Core Competencies for Facilitating Growth — Setting the Coaching Standard
- Retail and Utility Appraisal Cases — Spotting Where Ratings Lose Credibility

## Day 2: Objectives and Success Measures

- Cascading Business Priorities into SMART Objectives — Line of Sight for Appraisees
- Leading and Lagging Performance Indicators — Selecting Evidence Worth Tracking
- Behavioural Competency Anchors — Defining What Good Looks Like
- Objective-Setting Coaching Conversation — Securing Ownership of Stretch Targets
- Mid-Cycle Objective Adjustment Rules — Responding to Changed Priorities

## Day 3: Feedback on Observed Behaviour

- Structured Observation Logs — Collecting Fair Evidence Over Time
- SBI Feedback Model — Separating Behaviour from Personality
- Feed-Forward Questions — Shifting Feedback Towards Future Improvement
- Handling Defensive Reactions in Appraisal Talks — Keeping Dialogue Productive
- Recognition of Progress and Strengths — Reinforcing Desired Habits

## Day 4: Development Plans and Growth Paths

- Capability Gap Mapping Against Role Profiles — Choosing Development Priorities
- 70-20-10 Learning Mix Design — Balancing Stretch Assignments and Courses
- Individual Development Plan Template — Agreeing Actions, Support and Evidence
- GROW Check-In Structure for Development Goals — Converting Gaps into Commitments
- Calibration and Succession Inputs — Using Development Evidence in Talent Reviews

## Day 5: Practising the Coaching-Linked Development Plan Tracker

- Full Appraisal Coaching Role-Play with Observer — Applying Objectives and SBI
- Development Plan Peer Critique — Testing Realism of Growth Actions
- Coaching Impact Indicators — Measuring Objective and Capability Movement
- Check-In Calendar and Evidence Log Set-Up — Sustaining the Rhythm After Training
- Coaching-Linked Development Plan Tracker — Finalising Objectives, Actions and Measures

## Applying Coaching for Performance Goals and Development Plans After the Course

- Hold a GROW-structured check-in with each direct report and record SBI evidence against one agreed objective.
- Draft individual development plans for two team members using the 70-20-10 mix and agree review milestones with them.

## Coaching for Performance Goals and Development Plans Questions FAQ

### What is Coaching for Performance Goals and Development Plans and why does it matter now?

It is the practice of using coaching conversations to steer objectives, feedback and growth actions throughout the year. It matters now because continuous performance cycles replace single annual ratings.

### Which roles gain most from Coaching for Performance Goals and Development Plans?

Managers who set objectives and run appraisals gain most, alongside supervisors handling probation.

## How does Coaching for Performance Goals and Development Plans differ from a general coaching skills course?

It anchors every coaching conversation in the appraisal cycle, objectives, observed evidence and development plans. A general coaching skills course focuses on listening and questioning without that link to performance measures.

## What do you bring back from Coaching for Performance Goals and Development Plans?

You return with a tracker that links coaching check-ins to objectives and development actions.

## Coaching for Performance Goals and Development Plans: The Way Forward

The Coaching-Linked Development Plan Tracker first informs which objectives and growth actions each team member will focus on in the coming quarter. Managers use it in check-ins, HR partners use it in calibration, and department heads draw on it for succession. After the first appraisal round, it is worth revisiting whether the chosen indicators really reflected capability growth.