

Coaching & Relationship Building

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Teaching

Helping others learn how to do their jobs. Passing on your skills and experience to others. Instructing people in the reliable way of performing the required activities.

Evaluating

Assessing progress against targeted results. Assessing both the process and results. Assessing both teams and individuals.

Co

Addressing Performance Problems

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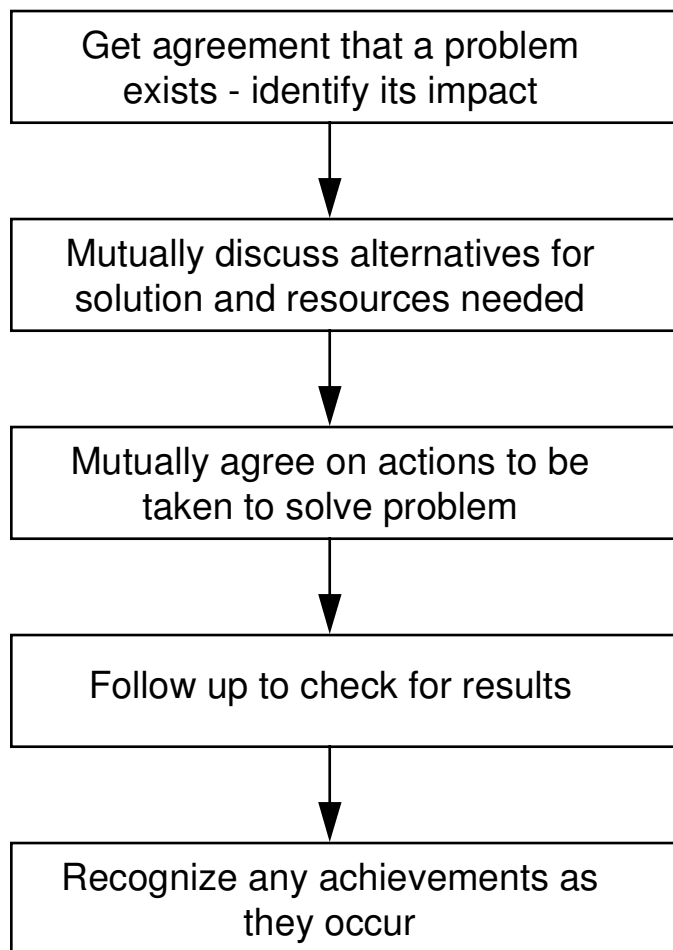
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A Guide to Constructive Feedback

1. **Be specific.**

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Focus on behavior, not personality.

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Accept responsibility for your role.

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Identify the impact of the behavior

End your comments on a positive note -

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