



# Training Information



## Spokane County Sheriff Training Center

6011 N. Chase Rd. Newman Lake, WA 99025

**March 5, 2021 8:00am-4:00pm**

## EMPLOYEE EVALUATIONS: SOLUTIONS TO IMPROVE PERFORMANCE

Register at: [Employee Evaluations: Solutions to Improve Performance](#)  
or at: [www.on-targetsolutionsgroup.com](http://www.on-targetsolutionsgroup.com)

**Who should attend:** This one-day course is designed for all law enforcement professionals from chief executive officer to first-line supervisors that evaluate employee performance.

**What if we could take the angst out of conducting employee evaluations?** This frustration is not only on the part of the evaluator, but also the employee receiving the evaluation. This training will provide concrete solutions on how to easily complete these forms and improve employee motivation and effectiveness.

Organizations, as well as those supervisors that complete employee evaluations, must understand the importance of this critical function. This training will focus on preparing the employee evaluation within your current evaluation system. Other forms of performance review will also be discussed. By completing accurate, detailed, and specific evaluations, evaluators will improve the efficiency and effectiveness of their employees. In addition, quality employee evaluations are defensible for future employment actions should it be necessary. **The outcome of this training is to understand the purpose of employee evaluations is not to deliver a rating, but to improve performance!**

### Topics Include:

- Best Practices for Employee Evaluations
- Why are evaluations so important?
- Differences between quantitative and qualitative measurements
- Planning for the review process and the need for supportive documentation.
- Legal considerations
- The importance of equitable evaluations
- Performance evaluation language samples
- The need for ongoing feedback sessions

*"Clearly understood all facets of employee evaluations with extensive real-life experience. I appreciate the willingness to address participants personal and agency challenges."*

**Andrew Gelstin, Pierce County District Court Probations**

*"This provided a great foundation for implementing a formal, professional employee evaluation process."*

**Chief Kyle Kolling, Clyde Hill PD**

*"Appreciated the vast knowledge and experience of instructor. Examples and stories were relevant and relatable. The evaluation materials were great."* **Chief Joe Harris, Mattawa PD**

**On-Target Solutions Group, Inc.**  
**P.O. Box 491 Yorkville, IL 60560**  
**815-545-1609**

**Fee \$150.00**

(\$125.00 if 3 or more from same agency or attending Manager & Supervisor seminar prior 2 days)