

Developing Employees Café

Health PEI



Welcome

As a manager, why should you care about developing employees?

(please respond in the chat)



Introductions



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**Give a thumbs up if you've
taken **Developing Employees** on
Harvard ManageMentor.**



Turn off distractions



Turn on your **camera**



Listen carefully to what is being said.



Take part in the discussion.



The **chat panel** is enabled for the session.



Use **raise hand** to volunteer to speak.



Use the Q&A for any questions

Participation tips



Mute yourself when not speaking.

As a manager, why should you care about developing employees?



Share in the chat.

All Employees Need Development Conversations



Stars need to know that they are seen and appreciated.

Employees with potential for growth benefit from encouragement and support.

Acceptable employees need to know that if you are investing this time in them, you must also be investing time in everyone.

What meaningful developmental conversations and/or opportunities have you experienced in your career?

Raise your hand to share.



Today's objectives

Help you:

1

Personalize each employee's development

2

Encourage your team to build and use networks

3

Support meaningful reflection

Personalize Development

Have a development discussion



Why would you want to document this discussion?

Raise your hand to share

Where to document employee development conversations

Excluded Leadership

Professional Impact &
Development Plan (PIDP)

Unionized Staff & Leaders

Performance Development Plan
And
Appendix A: Learning &
Development Plan

Underperforming Staff & Leaders

Performance Improvement Plan
(work with your HR manager)

Performance Development Toolkit on the SRC
(link is in chat)

Have a development discussion



Julia is meeting with Tom to discuss his development goals. What kinds of questions should Julia ask to make this a productive discussion?

Answer in the chat.

During a development discussion ask...

Questions about the past:

- What parts of past jobs have enjoyed most?
- In what situations have you learned and grown the most?
- What skills do you have from the past that you'd like to use again?

Questions about the present:

- What do you feel you've outgrown?
- What situations make you feel less skilled or confident?
- What skill gaps would you like to close?

Questions about the future:

- What skills or capabilities would help you make more of an impact?
- What sparks your curiosity professionally right now?
- What are your long-term goals?

Listen more than you speak.



Plan for personalized development opportunities



Team members might:

1

Feedback and
reflection

2

Observation
and job
shadowing

3

Stretch
assignments

4

Peer
mentorship and
coaching

5

Mentoring or
teaching other
staff

Build and Use Networks



Give a thumbs up if you actively take time to develop your own network.

Make the most of your networks



Health PEI

Our Mission

Delivering high-quality, person-centred care to every Islander

Our Vision

A leading rural health-care system, founded on robust primary care that is accessible to all

Our Strategic Priorities

CONNECT
every Islander to primary
care

PROVIDE
access to health care that
meets or exceeds national
standards

DELIVER
One Island Health System
with provincial programs
delivering best practice

BUILD
a more connected health
system integrating care
around Islanders



Make the most of your networks



How might your team benefit from building their networks?
Answer in the chat.



Build and use networks



What could you do to boost your team's ability to build networks?
Raise your hand to share.

For more information check out:
[Leveraging Your Networks on Harvard ManageMentor](#)



Take action

Help employees develop networking skills

1

Link with a
coworker to
solve a problem

2

Connect with a
mentor to learn a
new skill

3

Practice the
art of follow up

Support Meaningful Reflection



To support meaningful reflection...

How might employees benefit from reflection on their developmental opportunities?

Raise your hand.

To support meaningful reflection...



What questions can you ask to facilitate meaningful reflection?
Answer in the chat.

Which do you prefer to do first when learning?

- A. Read instructions.
- B. Watch an overview.
- C. Dive right in for hands on learning.

Would you rather have:

- A. Structured lessons?
- B. Opportunity to explore a topic freely?

How do you prefer to learn?

- A. On my own in a quiet space.
- B. In an interactive group setting.

Boost performance

1

Take handwritten notes

2

Practice in frequent, short bursts

3

Teach others

4

Vary the forms of practice

Tips to Support Meaningful Reflection

1

Ask the right questions

2

Implement performance boosting practices

3

Coach employees to develop independent thinking

4

Offer space to grow

To support meaningful reflection...



Any other tips? What's worked for you?
Raise your hand.

Apply What You've Learned

Today's objectives

Help you:

1

Personalize each employee's development

2

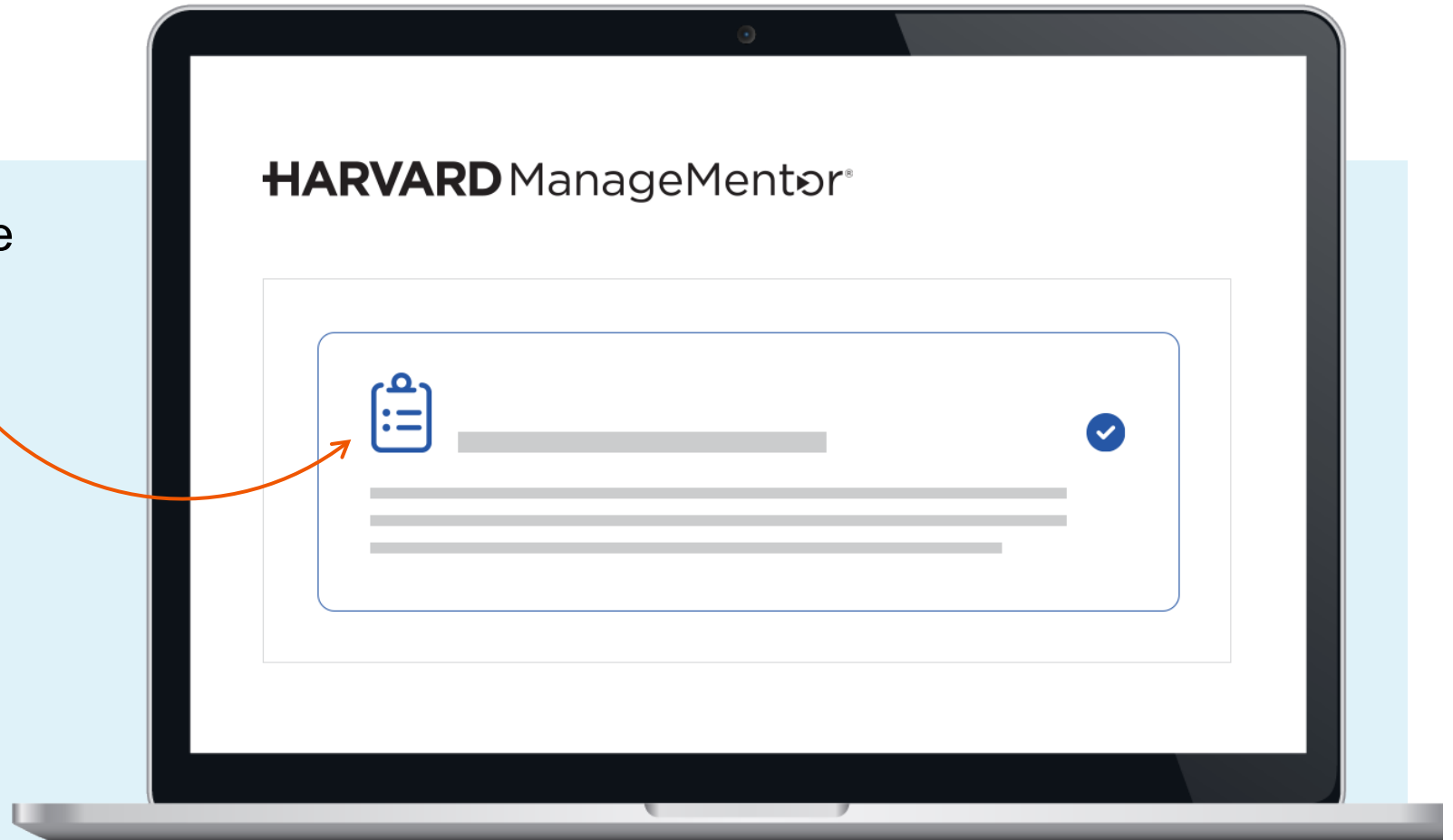
Encourage your team to build and use networks

3

Support meaningful reflection

Apply what you've learned

Your next step is to complete the **On-the-Job** section of the *Harvard ManageMentor* Developing Employees topic.



Apply what you've learned



What will you commit to doing?
Answer in the chat.

Questions?

Thank you!

