

Welcome to:

Setting Clear Expectations

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Learning Objectives

Upon completion of this program,
you will be able to:

- Identify organizational objectives relevant and specific to your employees' jobs
- Understand how job competencies align to organizational objectives
- Communicate to your employees clear expectations for their job performance

Core Content

Think about this.....



Franklin

“Blessed is he who expects nothing,
for he shall never be disappointed.”

Benjamin Franklin

(1706-1790, American scientist, publisher, diplomat)

Core Content

In Setting Clear Expectations:

- **Know what to expect.**
- **Communicate with clarity.**
- **Assess and progress.**

What happens when expectations aren't set?



What happens when an employee knows what's expected of them?



Application Exercise



**Good is not good,
when better is expected.**

Thomas Fuller

(1608-1661, British clergyman, author)

Action Plan

What two or three behaviors/actions can you implement immediately to improve your ability to set clear expectations for your team members?

Next Steps

- Post-program Learning:
 1. Complete your Personal Development Plan.
 2. Schedule a meeting with your supervisor within 5 business days of this workshop.
 3. Share your development plan with your supervisor and seek his/her insights.
 4. Communicate your plan with team/work group.

Thank You!



*For More Information on
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