NASA – Writing Performance Objectives.

Class held June 23th.

Below is the recommendations developed by your class to address an employee’s performance issue case scenario. Specifically, how do we facilitate a performance conversation with an employee when we suspect the project is in trouble? Recall, this scenario was based off a real situation happening at the KSC.

1. Seek to understand, identify obstacles, implement corrective action.
   * Set objectives at top level
     + CD put at Director level
     + Director performance plan (include)
2. Communicate / clarify expectations
   * Notify stakeholders of plan
   * Call HR OD specialist for guidance (Difficult Conversation)
3. Express concern to manager’s (manager’s name deleted) management about goals not being met; suggest management work across to other Directorates.
   * Suggest goals be inputted into performance objectives.
   * Update performance objectives in SPACE.
4. Contact, inform Task Order Manager.
5. Verbalize plus visualize the urgency and time line.
   * Identify issues and get recommendations.
     + [Employee] needs more help? Get more manpower.
     + No help needed…Do nothing.
6. Inform manager of status of project.