

A Simple Tip To Improve Your Performance Management

As a leader, you are in charge of many aspects of the job such as communication, strategies, management and more. But, there's one area where leaders often fail. Unfortunately, these mistakes cost them great employees.

Employees Want to Feel Appreciated

The simple tip to improve the performance from your team is this – appreciation. They want to hear that you are happy with their performance and results. Of course, this needs to be genuine thanks about their work and what they accomplish.

How to Show Appreciation to Your Employees

If you Google performance management, you'll come up with the 4 basic steps you need to take for a successful performance management cycle.

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How do you show employees your appreciation?

How To Overcome Decision-Making Problems

Making decisions is harder for some people than it is for others. Some people are just naturally good when it comes to solving problems or making decisions. Whether you have a small choice to make or a bigger workplace decision, here are a few steps to overcome this problem.

Don't Be Overconfident

One of the biggest mistakes in decision making is being overly confident.

There's a difference between being certain and being overconfident with your decision making.

If you head into a decision without thinking things through, you're more likely to fail.

Instead of making a quick choice, treat your decision as a serious action. A good way to avoid being too confident is weight all your options and consider the facts of the situation. It also doesn't hurt to get other opinions from trusted resources.

Be Okay With Reasoning It Out

Taking the time to reason will save you a lot of grief in decision making. The most successful people are the ones that take time to consider the pros and cons along the way to their goals. For example, if a business owner wants to buy another part in his company, he'll think about the percentage of success.

Some helpful steps to reasoning include:

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These steps include *planning, action, monitoring,* and *reviewing* the employees.

What you likely won't read, is how you can use these steps to show true appreciation to your team.

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Planning

The planning or goal-setting phase is a perfect time to sit down with your employee and have a heartfelt conversation with them about how you believe in them. You can easily point to their strengths and qualities that you know will help them with the task. It's powerful when someone believes in you.

Action

When you get your employees set in motion, you need to be consistent with checking in on them. Many people complain that they only hear from their managers at the start and end of a project. Everyone needs someone on the sidelines cheering them on.

Monitoring

The monitoring phase is not a time to micromanage the employees. Rather, it is a time to give them the ability to reach out to you and share what's going on. During these conversations, you can take the time to reward their progress. Rewarding along the way helps them push through and keep moving forward.

Reviewing

Once the project is completed, the reviewing phase is a good time to go over how things were handled during the project. You can use this time to assess how well they did during certain parts of the process. Of course, it is also a time to share how they can improve on future projects.

When you realize how important it is to show your employees they are appreciated, it will make a big difference in their satisfaction and retention. ♦

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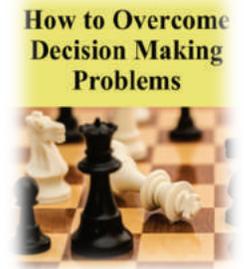
- Gather important information.
- Consider the alternatives as you collect information.
- Draw from your past experiences as you look at the facts.
- Review the facts in front of you.
- Think about the consequences.

Following these steps will help you reason out the facts from your emotions and help you avoid failure.

Consider The Odds

Considering the odds is also known as finding the probability. Using this important skill will help you make better and smarter decisions in all areas of life.

You'll also have an easier time understanding the probable outcome of your decision.



Be patient with this step. Using basic probability is a practiced skill for a lot of people but it is essential to making decisions. The best decision makers don't use this skill once and forget about it. They keep returning to it every day in their lives.

Making the Decision

After you walk through the process, it's time to actually make the decision. Going through this process doesn't mean the outcome is successful every time. However, the process does help you successfully analyze every step and avoid quick choices that hurt you in the long run.

Follow this process to learn a valuable skill and avoid decision-making problems. ♦

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“In any moment of decision, the best thing you can do is the right thing, the next best thing is the wrong thing, and the worst thing you can do is nothing.”
~ Theodore Roosevelt

Why Transitions Lead to Problems and Often Fail

Even the most successful business leaders struggle with transitions. In the business world, transitions often occur whether employees are ready or not. This often leads to failure. Here are a few reasons why transitions lead to problems and how to prevent business failure.

Leaders Are Unprepared

When employees rise to the top of their company they often don't realize what they're in for. Leaders have higher demands in terms of management and keeping up with more responsibilities. In these cases, leaders aren't prepared for the quick speeds and levels of work they have to carry out.

Before you accept a new position, it's important to learn all you can about your new responsibilities. Make a point to be well versed in the culture of your team and company. Understanding the ins and outs of your business will help you avoid failure during and after the transitional period.

Transitions Happen Too Quickly

Another problem with transitions is that they happen too quickly. Employees and other leaders haven't had enough time to prepare the company for the new stage. As the transitions take place, leaders are too overwhelmed to make decisions and then failure happens.

When an employee steps into a leadership role they may not receive the help they need. While you can't always stop the transition from happening, you can ask questions for clarification and help.

There Is No Clear Plan of Action

When you transition into a new role, you must have a clear plan of action for your business. Employees don't want to hear about things you're not planning to do. They want to know what action you're planning to take. Let them know how you'll get the job done effectively.

Take the time to get your priorities in place. Are there projects you can delay so your employees can have time to adjust to this new stage? Focus on freeing time and money so you can spend time adjusting to your new role.

There Is A Lack of Communication

Communication is essential in every area of business. Every employee must clearly communicate no matter if they are a lower level worker or a CEO. The slightest lack of communication leads to failure.

Leaders must communicate with one another to ensure a successful transition. Discuss how you'll make changes and what these changes will look like for the company. Always take lower level employees into consideration as well.

These are just a few reasons transitions can lead to problems. ♦

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One Minute Ideas

Getting Ahead In Your Organization

If you are looking for ways to promote your own ideas within your company, the best strategy is to help the boss achieve their goals. It helps to know what your boss's goals are and that of the company as well as what they need from you in order to achieve them. Once you know what is expected, you can find ways to achieve those goals and make your boss look good to their boss.

Your boss will be open to accepting your ideas and helping you to get ahead in the company.

It is also very important to keep an open relationship with your coworkers. If they know that you care about their success, they will be more likely to help you with yours. If you don't keep this relationship open and building, your coworkers may not be as helpful when you really need them to be. ♦

"The secret to getting ahead is getting started."
~ Mark Twain

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Strong Leaders Know How To Serve Their Teams

Traditional leadership and servant leadership are different. A traditional leader exists to sit at the top of the pyramid and hand orders down the line. A servant leader flips the pyramid upside down by sharing their power with the team. They put the needs of the team above their own so that everyone on the team can advance.

Characteristics of a Bad Leader – You’ve no doubt had a bad leader.

There are certain characteristics that these types of leaders exhibit. For example, a bad leader gives the answer, “I’m the boss, that’s why” as the only reason for making a change. A servant leader would never say that.

Other things that a bad leader tends to do is play favorites. They obviously give preference to certain people on the team. Also, they will tell you that their door is always open, but it never seems like they are available to you.

Characteristics of Servant Leaders – On the flip side, servant leaders are counter-cultural to the stereotypical boss type. These men and women spend their time finding ways to take care of the team through servanthood. Some of the characteristics of a servant leader include: Readily listening to the ideas of others, being a team player, leading by example and following through with the things they say.

These leaders are inspirational to the team and have a greater ability to partner with them. More is accomplished when teams work together with a leader that comes alongside them and gets in the trenches.

Servant Leaders Make it a Priority to Have an Open Door Policy – Probably one of the things that is most important for servant leaders is to have a “door is always open” policy. So many people will say that this is the case, but the team can’t get face time with them. When a leader actually makes it a priority to talk to those under them, they will know how to serve them better.

If you are a leader, strive to be a servant to others. That is the best way to run a company and be successful. ♦

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