



Policies & Procedures Manual

Policy No. 5.1 (BP- Performance Evaluation and Employee Development Program)

Performance Evaluation and Employee Development Program

Purpose

The ongoing mission of the Squamish-Lillooet Regional District is to deliver the highest quality of service to the municipalities and electors of the Regional District. This can be accomplished by creating a productive work environment through communication regarding job performance and goal setting.

Objective of this Program

- 1) Provide a framework in which both the supervisor and employee can act to optimize benefits to both the individual and the Regional District.
- 2) Provide two-way communication between supervisor and employee with respect to setting objectives, assessing job performance and identifying training and development needs.
- 3) Provide an opportunity for employee career counseling.
- 4) Assist supervisors in the decision making process regarding employee potential for transfer, promotion, etc.
- 5) Motivate employees to improve performance.
- 6) Provide for succession planning within the organization.
- 7) Provide a systematic means of measuring employee effectiveness.
- 8) To align the staff goals with the strategic plan, through operational objectives

Approving Authority: Board	Page 1 of 1
Policy Name: Performance Evaluation and Employee Development Program	Policy No: 5.1
Date of Approval: March 24, 1997	Dates of Amendment:
Policies Superseded: N/A	Related Enactments: