PDR for Reviewers

Overview

This workshop aims to provide reviewers with an understanding of the value of Progress & Development Reviews (PDR) and equip them with the necessary skills to conduct a positive, constructive and forward looking PDR discussion with their members of staff.

Learning Outcomes

By the end of the event you will be able to:

- Describe what a PDR discussion is and the benefits of having one
- Work with the key stages of the preparation process
- Gain an understanding of the structure of the discussion and what should be discussed at each stage
- Have a full understanding of the five key skills involved in conducting an effective, progress-led discussion: praise, constructive criticism, asking questions, listening and summarising
- Understand the objective setting process and how to set and agree SMART objectives