

## High-Performance Management for Senior Leaders

### 1. Overview

This programme is designed to equip senior and middle managers with the skills and knowledge needed to drive high performance within their teams. Participants will learn to set performance standards, coach and support managers and team members, implement talent development strategies, and address underperformance effectively. The programme fosters a culture of accountability, growth, and results aligned with organizational objectives.

### 2. Programme Outcome:

- Monitor and assess individual and team performance against organizational standards
- Coach and mentor first-line managers and team members for optimal performance
- Develop and implement talent management and people development strategies
- Identify causes of underperformance and implement corrective measures
- Create a supportive environment that encourages continuous performance improvement

**Qualification:**

Certificate of Completion

**Duration:**

4-Months

**Programme Type:**

Category B – Workplace-Based Learning Programme

**Programme ID:**

PA0682

**SAQA US:**

252034, 252029, 252035

**NQF Level:**

5

**Credits:**

24

**Entry Requirements:**

Communication, Mathematical & Computer Literacy at NQF 4

**Training Options:**

**Online** - Each participant will receive training resources, which contains all programme materials and resources. Training is delivered fully online, and participants will join scheduled Microsoft Teams sessions facilitated by a trainer. This mode provides flexibility and allows learners to participate from any location.

**Face-to-Face** - Each participant will receive training resources, which contains all programme materials and resources. Training is delivered through onsite contact sessions, either at the client's premises or providers campus, where a facilitator conducts the sessions in a classroom environment.

**Minimum Participants Required:**

(1) Online & (1) Face-to-face

### 3. Programme Content

- **(252034 US):** Monitor and evaluate team members against performance standards
- **(252029 US):** Lead people development and talent management
- **(252035 US):** Select and coach first line managers

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**A choice of leveraged programmes for any person,  
At any level, in any department, of any company, in any industry.**

#### 4. Topics

- Module 1: Assessing and Enhancing Team Performance
- Module 2: Driving People Development and Talent Growth
- Module 3: Coaching and Empowering First-Line Managers

#### 5. Assessments

This programme includes a Portfolio of Evidence (POE) that must be submitted at the end of the programme. The POE include:

- **Knowledge Assessments:** To evaluate theoretical understanding.
- **Practical Assignments:** Hands-on tasks related to course topics.
- **Workplace Assignments and Logbook:** Application of skills in real-world settings.

Successful participants will receive a certificate of completion.

#### 6. Workplace-Based Learning Programme

This WLP is a fusion of academic learning and practical work. The learning is directly applied to the workplace by using client-based mentors and extensive workplace-based portfolio work and assignments. Apart from the obvious benefits of a workplace directed qualification, each WLP qualifies for recognition as a Category B Skills Programme in the Learning Matrix of the Amended BEE codes, which allows for the salaries of participants to be recognized as part of the Skills Development Expenditure.

**We trust that the above is in order and look forward to hearing from you for Implementation**