



# Training Information



## Puyallup Police Department Training Center

1531 39th Ave SE Puyallup, WA 98374

**October 28, 2022 8:00am-4:00pm**

### EMPLOYEE EVALUATIONS: SOLUTIONS TO IMPROVE PERFORMANCE

Register at: **[Employee Evaluations: Solutions to Improve Performance](#)**  
or at: **[www.on-targetsolutionsgroup.com](http://www.on-targetsolutionsgroup.com)**

**Who should attend:** This one-day course is designed for all law enforcement professionals from chief executive officer to first-line supervisors that evaluate employee performance.

**What if we could take the angst out of conducting employee evaluations?** This frustration is not only on the part of the evaluator, but also the employee receiving the evaluation. This training will provide concrete solutions on how to easily complete these forms and improve employee motivation and effectiveness.

Organizations, as well as those supervisors that complete employee evaluations, must understand the importance of this critical function. This training will focus on preparing the employee evaluation within your current evaluation system. Other forms of performance review will also be discussed. By completing accurate, detailed, and specific evaluations, evaluators will improve the efficiency and effectiveness of their employees. In addition, quality employee evaluations are defensible for future employment actions should it be necessary.

#### **Topics Include:**

- Best Practices for Employee Evaluations
- Why are evaluations so important?
- Differences between quantitative and qualitative measurements
- Planning for the review process and the need for supportive documentation.
- Legal considerations
- The importance of equitable evaluations
- Performance evaluation language samples
- The need for ongoing feedback sessions

**On-Target Solutions Group, Inc.**  
P.O. Box 491 Yorkville, IL 60560  
815-545-1609

*"This provided a great foundation for implementing a formal, professional employee evaluation process."*

**Chief Kyle Kolling, Clyde Hill PD**

*"I trust his instruction because of credibility and legitimacy. Provided personal stories directly adaptable to the subject matter that I could relate to and put into context."*

**Dep. Scott Wells, WSCJTC**

*"The instructor kept the subject moving along in an easy to follow, relaxed format. I enjoyed the class and the templates are a plus."*

**Sgt. Sandra Shah, Toppenish PD**

**Fee \$175.00**

(\$150.00 if 3 or more from same agency or attending Manager & Supervisor seminar prior 2 days)