

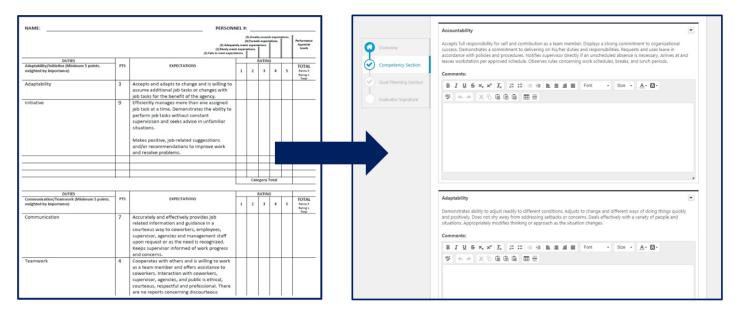
## Performance Management Key Term Crosswalk



## **COMPETENCY**

Behavioral expectations are now called Competencies. Competencies are observable and identifiable skills, knowledge, abilities, or attributes that directly affect the performance of an employee in their job, demonstrated as behaviors. In essence, competencies help managers evaluate "how" an employee achieves their performance goals and performs their job.

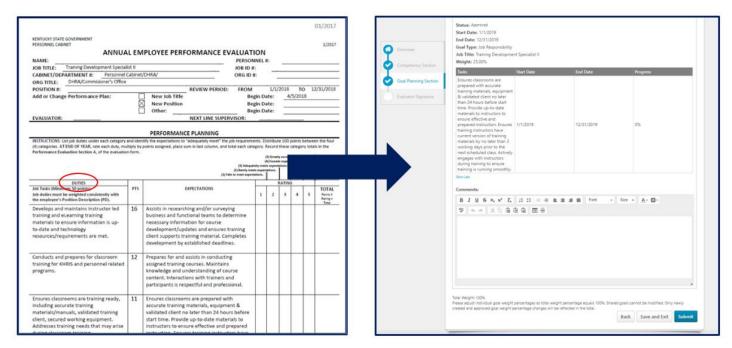
OLD: NEW:



## **GOALS**

Job Duties are now called Goals. Goals include job duties and responsibilities. Performance goals help the evaluator to evaluate accomplishments throughout the year and should be consistent with the employee's position description (PD).

OLD: NEW:



## **TASKS**

Expectations are now called Tasks. Tasks should further define the goal expectations using the SMART criteria. Task should be specific, measurable, achievable, realistic and timely.

OLD: NEW:

RETUCKY STATE GOVERNMENT PESCHNING CARRIET	01/2017 E	dit Tasks		×
ANNUAL EMPLOYEE PERFORMANCE EVALUATION		Description		
ORG TITLE: DHRA/Commisioner's Office	0 12/31/2018		uation results to leadership within 48 hours of clas ants 2 months after course completion.	is completion. Distributes follow up
PERFORMANCE PLANNING		Start Date *	End Date *	
INSTRUCTORS Cat you duties under each category and uleroff the expectations to "adequately meet" the jot requirements. Estimate 10 your large of the plant of the	between the four rry totals in the	1/1/2019 🛗	12/31/2019	Circui
the engineer's Public Description (PD).  Develops and maintains instructor led training and elearning training materials to ensure information is upto-date and technology resources/requirements are met.  Assists in researching and/or surveying business and functional teams to determine nearestains to ensure information is upto-date and technology resources/requirements are met.				Cancel Done
Conducts and prepares for classroom training for Krittis and personnel related programs.  12 Prepares for and assists in conducting assigned training courses. Maintains knowledge and undestanding of course content. Interactions with trainers and participants is respectful and professional.				
Ensures classrooms are training ready, including accurate training accurate training materials, equipment & accurate training materials, equipment & materials/manus, validated training client, secured working equipment. Addresses training needs that may arise structures to ensure effective and prepared				