



*a New Day for Federal Service*

# **GEAR Implementation within OPM**

**September 2012 Update**



# Quarterly Progress Review

- Reinforces performance management as a year-round priority; encourages more frequent formal and informal performance dialogue
  - Forms for GS and SES
  - Simple format to document the continuous performance feedback loop with scheduled conversations
  - Checkpoint to make sure employee is on target for career ladder promotion
  - Mechanism to document performance issues and implement corrective actions to promote performance improvement

## **STATUS**

New forms deployed; all supervisors attended mandatory training



# Supervisory Accountability

- Standardized Agencywide performance commitments for supervisors, managers, and executives to highlight expectations for employee engagement and performance management
- Includes requirement to conduct minimum of quarterly progress reviews

## **STATUS**

Standardized commitments have been incorporated into all FY 12 performance plans for supervisors, managers and executives



# Supervisor/Employee Training

- Improve supervisor and employee training on GEAR-relevant areas
  - Supervisors - emphasis on informal interaction/feedback; developing aligned and results-oriented performance standards; interest based communications; engaging and developing employees
  - Employees – performance management system/mechanics, how to effectively solicit and receive feedback, interest based communications

## STATUS

- Partnering with DoE to roll out *5 Conversations* training within OPM
- New courses in interest-based communications, Frontline Leadership
- Preparing to roll out Agencywide performance management course



# Assessment/Selection of Supervisors

- Focus the selection process for supervisors on relevant competencies, including those related to effective performance management
  - Identify standard set of competencies to assess candidates for supervisory positions
  - Standardized weighting of supervisory/leadership competencies vs. other relevant competencies
  - Structured interview component for verification

## **STATUS**

Solicited input from supervisors; conducted focus groups; proposal pending