14. Performance Appraisal

Objective:

Tauranga Netball Centre Inc is committed to providing all employees with clarity over the purpose and objectives of their role. To achieve this an annual cycle of Performance Appraisals will set objectives, measure them throughout the year, amend them as required, and provide feedback to employees on a regular basis.

Policy:

The aim of the Performance Appraisal cycle is to align employee focus and efforts with our strategic goals, to help employees achieve their job and career goals, to recognise achievements, to ensure Tauranga Netball Centre Inc strategic and business goals are achieved, and to assist employees to meet performance expectations.

Employees will have the opportunity to participate in planning their work and setting goals in conjunction with the Centre and/or Board informally on a regular basis and formally during the Performance Appraisal cycle.

The Performance Appraisal cycle is an opportunity for two-way communication and feedback about employee work and career with Tauranga Netball Centre Inc.

The Performance Appraisal cycle will mirror our financial year end. While the Performance Appraisal cycle is conducting annually, discussions between employer and employees on all aspects of performance should be ongoing and continual. Tauranga Netball Centre Inc encourages open and honest discussion regarding performance and believes praise should be given when a job is well done rather than waiting for a formal meeting.

Conversely – where the employer needs to have a discussion with an employee regarding performance or behavioural issue this should occur as soon as possible after the employer becomes aware of the issue.

Tauranga Netball Centre Inc believes in rewarding high performance. Remuneration increases are not an entitlement and will be given at Tauranga Netball Centre Inc's discretion.

Updated by: Nicola Compton	Date board Approved: 15 June 2021	Next review due date: June 2023