

Performance Management Cycle

BEGIN FISCAL YEAR



END FISCAL YEAR

SUMMER



FALL



WINTER



SPRING

Planning

Monitoring

Developing

Rating &
Rewarding

- Begin new fiscal year
- Align goals with IT Organizational Priorities
- Define success metrics
- C&T or M&P goal setting form

- Progress toward goals
- Frequent coaching
- Feedback conversations
- Confirm that existing goals are accurate and in alignment with active initiatives

- Progress check-in's
- Improvement/ advancement
- Mid-year review
- Individual Development Plan (IDP)

- End of fiscal year
- Evaluate overall results
- Self-assessments
- Annual review

Maintain year-round open and honest communication • Offer timely feedback • Give praise
Promote trusting relationships • Listen • Adjust goals • Hold consistent 1:1's and skip level meetings

its.yale.edu/performance

IT ORGANIZATIONAL PRIORITIES

One IT@Yale: Working together to provide clear and accessible services

Service Quality: Consistent and reliable delivery of valued services

Workplace of Choice: Great people enthusiastically working toward shared goals