

Getting the most out of your mid-year performance review

For your mid-year conversation

- Prepare - take the opportunity to think about the year so far and what's ahead
- Give the meeting your undivided attention
- Ask questions to understand

Co-op behaviours

How we do things at Co-op is just as important as what we achieve. Use our Co-op leadership and colleague behaviours to help understand what your strengths and development areas are.

Goal setting

The measures: What are you trying to achieve?

Co-op behaviours: How will you go about doing it?



Mid-year review

Look at your goals and our Co-op leadership or colleague behaviours then use these questions to help you get the most out of your conversation at mid-year

Questions look back

- What are the skills and strengths I have relied on?
- What challenges have I faced?
- How do I feel I have developed so far this year?
What difference has that made?
- What sort of feedback have I been receiving?
What have I done with that feedback?
- What has been the most important thing I have learned?

Questions looking ahead

- I feel I need to develop in these area. Are they currently reflected in my PDP?
- Looking at my goals for the remainder of the year, where will I now focus my development?
- What do I need from my manager in the 2nd half of this year?
- What could happen if I do nothing differently?
- How can I get the best out of conversations with my manager? Are they happening often enough?



* Co-op leadership behaviours are for grades A-D, Co-op colleague behaviours are for all other colleagues

End of year review

Colleague