

Faculty and Staff Performance:

Ways to Set up People for Success



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Building on Strengths

- Assess faculty/staff strengths and weaknesses
- Provide training/development activities to help address weaknesses
- Build on strengths and assets. Utilize strengths by structuring workload and assignments which allow faculty/staff to excel

Personal Goals and Professional Aims

- Involve faculty/staff in goal-setting process
- Align their goals with your school goals and objectives allowing them to see how and where they can contribute
- Paint the big picture for them – how do we all contribute to meet our goals
- How do we each contribute, working together, using our individual strengths and gifts to meet overall school success?

Set Challenging Yet Achievable Targets

- Together or as a team set targets to meet individual or group goals
- Write down the targets and goals, with everyone having a copy
- Together, create a plan for success. Break down the goals into tasks, set interim objectives and periodically monitor progress.

Invest in Their Success

- To build on strengths, further knowledge and skills and introduce new abilities you will need to invest in faculty/staff
- Provide opportunities for new learning and skill development
- Send faculty/staff to specialized training which will positively impact their career and promotion opportunities

Keep Communication Going

- Have group/town hall discussions
- Talk about your systems and policies and gain feedback to help improve your systems. Allow for faculty/staff suggestions and input
- Conduct periodic surveys to assess if improvements are being made and if further organizational improvements need attention
- Promote input for innovations in your school, allowing faculty/staff input and leadership roles on special projects

Everyone Likes Recognition and Credit

- Publicly recognize individual success
- Publicly recognize successes of the school and those that contributed to those successes
- Provide leadership to build on achievements and successes



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