

"Despite what politicians, the press, and the public may believe, Federal employees are remarkably competent and dedicated....

...with only a few exceptions.



Dealing With Performance and Conduct Issues

BACK BY POPULAR DEMAND!

A Two-Day Seminar for Federal Supervisors, Managers, and Union Officials

Date: September 13 & 14th **Time:** 8:30 am – 4:30 pm
Location: Oakland Federal Building
1301 Clay Street, North Tower, Room A - 2nd floor
Cost: \$325 per person
Contact: Robbie Kunreuther or Gail Castaneda (see Registration Form)

Upon leaving this seminar, you will:

- Have a framework for deciding when action is and isn't appropriate.
 - Know when to use disciplinary vs. performance procedures.
 - Be aware of disciplinary options from reminders to removals.
 - See where and how management may be reluctant to use discipline.
 - Understand how penalties are arrived at and defended.
 - Know the elements of proving discipline cases to judges and arbitrators.
 - Recognize the limited circumstances where Unacceptable ratings apply.
 - Understand the basic provisions of a "performance Improvement plan".
 - Know how user-friendly the government's probation program really is.
 - Recognize matters where a mediator may be of real assistance.
- Walk away with an arsenal of legal and common-sense options.

Your Instructor: Robbie Kunreuther is a former Labor and Employee Relations Specialist with the Department of the Navy. He has the practical experience of dealing with performance and conduct issues in a very large Federal activity and represented the Navy in cases before the MSPB, labor arbitrators and the EEOC. Robbie also has the perspective of an author and certified mediator.

Links to his articles he has authored can be found at: www.trainingfeds.com

*"Class was well organized and real-life examples were very instructive.
Information given was very practical and legal foundations were well covered.
This course provides real tools to tackle real problems managers routinely face."*



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Training for Federal Supervisors, Managers and Union Officials

September 13-14, 2016 – 8:30AM-4PM

Oakland Federal Bldg, North Tower, 2nd Floor, Room A

BRING YOUR FEDERAL ID BADGE

Registration

Please Print

Name: _____

Agency: _____

Address: _____ City/Zip: _____

Email: _____

Phone: _____

Registration and Payment must be received by Sept. 1, 2016

Payment Methods

- 1) Visa/MasterCard (please complete the required information below)
- 2) Check either to "Government Personnel Services" or "San Francisco Bay Area Federal Executive Board" mail to appropriate address
AND
- 3) Agency Training Form (1556, 182, etc.)

Card Number:

Expiration Date: ___ ___/___ ___ Visa ___ or MasterCard ___

CVV Security Code (found on back of card by signature): ___ ___ ___

Total amount to be charged to card: \$_____

Name of Cardholder: _____

Email Address of Cardholder: _____

Phone number of Cardholder: _____

If you need any more information or want to submit this this form, contact either:

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Comments from June 2016 SFFEB participants

“Awesome presentation style. Very energetic and totally knowledgeable on all aspect of performance management. Loved the case examples that helped illustrate the issues and back-stories to cases. This helped me see the ‘total picture’ of the cases. I loved the ‘Can’t’ vs. ‘Won’t’ exercise as it is crystal clear to me.”

“Wow! What an awesome training session. Please consider moving to the Bay Area and working for SSA’s HR department! Your knowledge and experience is priceless. Your training could be so beneficial to all the managers at SSA. Thank you for sharing so much information! I’ll definitely be taking it back to work and using the workbook. Great job!”

“Robbie was funny and engaging. I really appreciate the ‘realness’ of his instructions. He tells it as it is and doesn’t sugar coat. I highly recommend this class to all levels of management.”

“This is the best training in my 40+ years at Social Security – the entire training is excellent. I would like to see Robbie conduct training with our top staff or 2nd line managers as well as HR! Robbie, thank you for a great job!”

“As a new manager, I found this class absolutely necessary. It was both insightful and informative. I will share the information with the managers in my unit who did not attend because the material covered will be beneficial for our entire component. Robbie delivered the material with sincerity, passion, honesty and humor. This class was definitely worthwhile and I would have paid for it.”