

# Development, Performance & Review (DPR)

Professional and Support Staff

## End Of Year Review 2023 Guide for Staff Member



### CLARITY

We strive for clear, simple and seamless services

#### PROACTIVELY SEEK FEEDBACK

building understanding on self-contribution, overarching priorities and own development areas



### PARTNERSHIP

We deliver the best services when we work together

#### RESOURCEFULNESS TO FIND SUPPORT

timely and effectively communicates needs to ensure enablement



### EMPOWERMENT

We seek to empower members of the University community

#### SELF DRIVE

consistently displaying initiative, ownership and accountability regarding set goals



### AGILITY

We are agile and adaptable to meet the evolving needs of the University community

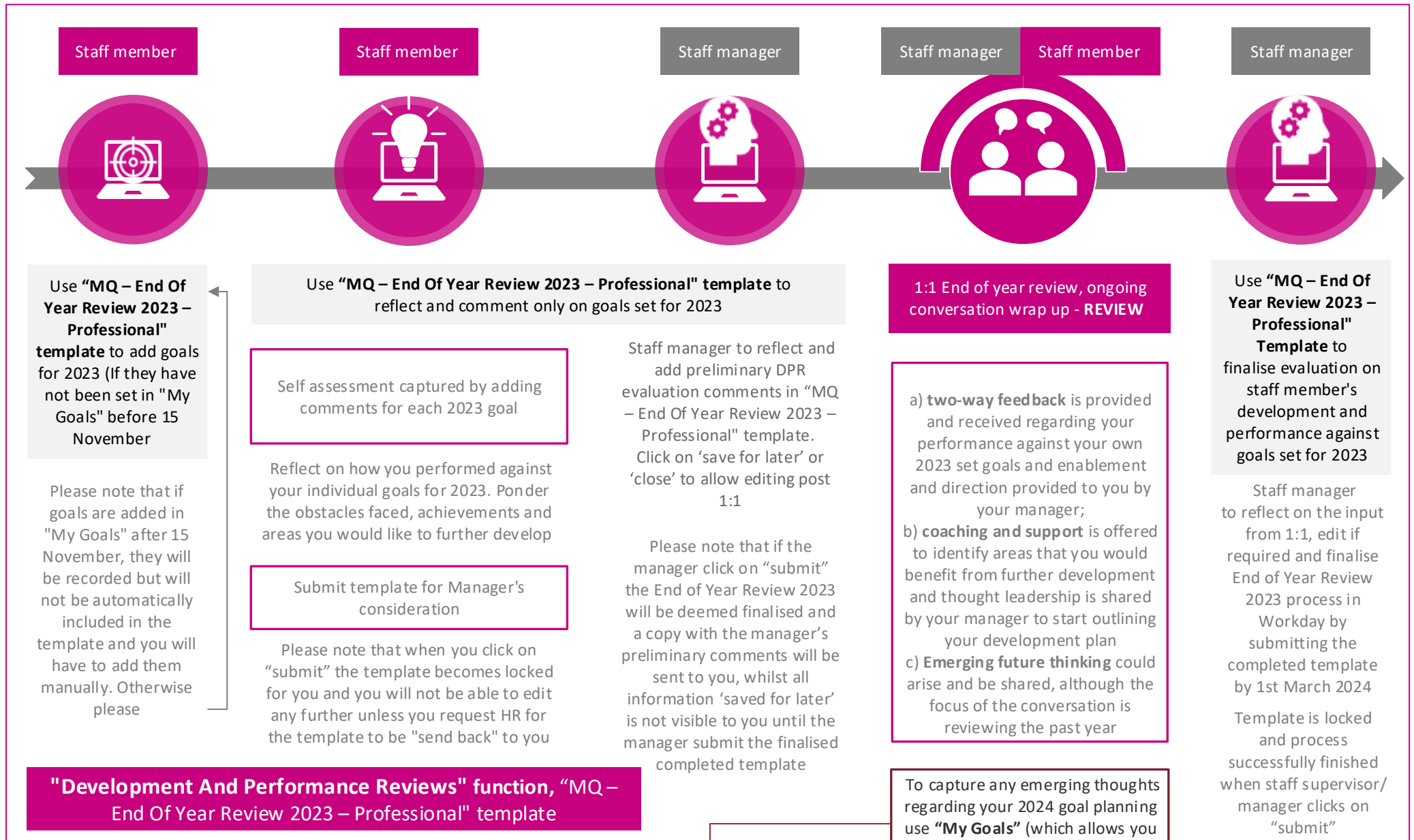
#### DYNAMIC PLANNING

pursuing, reviewing and resetting own performance goals, development plan and career aspirations

### End Of Year 2023 REVIEW



DPR Template open: 15 November - DPR Template submitted and review stage finalised by 1 March



### "My Goals" function is available 24x7, 365 days a year

Add/edit/delete/track milestones/comment/share/archive/extract to PDF/print goals when necessary at any point in time

### PLAN 2024 Adding new goals



By 1 March (ideally all initial goals should be set by this date)

Use My Goals to update or create new goals all year round

