

AUCKLAND BUSINESS
C H A M B E R



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

YOUTH READY EMPLOYERS



HOW TO HAVE A
CHALLENGING CONVERSATION
WITH A YOUNG PERSON ABOUT
PERFORMANCE

Don't be scared! It's natural to have a slight bit of fear or apprehension, but it's for the good of the team/company!

Prepare beforehand! If you can back up your observations with evidence or facts, your employees receptiveness will be more positive - this isn't a law case though, so keep that in mind!

Set the mood! If the conversation starts with a positive tone which is kept throughout, you're less likely to receive awkwardness or hostility.

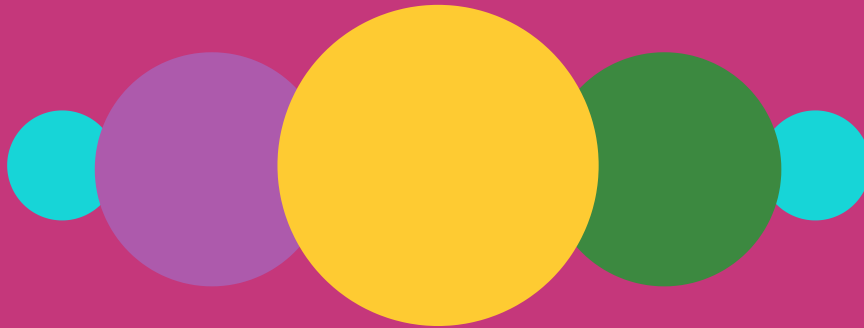
Leave emotion out of the picture! This is a professional conversation between two individuals working to better the company - remember that!

Use HR! Have a member of your HR team briefed ahead of time and ready to act as a witness of sorts. They can help mediate if necessary - this is what you hired them to do!

Keep it consistent! Use the same methods and style for every conversation - you don't want it to seem like you're picking on specific people.

Keep it confidential! If you don't divulge the contents of these conversations, others shouldn't either. That said, sometimes confidentially must be breached in extreme cases, so make sure employees understand this too!

YOUTH READY EMPLOYERS



The Ministry of Social Development and Auckland Business Chamber have launched this initiative which this document is part of called the Youth Ready Employer Programme which has been designed by The Youth Group to help companies better understand, connect, recruit, develop and retain young people for their businesses.

The programme comprises a range of online resources, including manuals, templates for job descriptions and guidelines on how to ensure your organisation is doing enough to attract young talent.



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POWERED BY THE YOUTH GROUP.