Section I: Introduction & Timeline

About NinerTalent STAKES
Our program NinerTalent S.T.A.K.E.S - Succeeding through Teamwork, Active Feedback, Knowledge transfer, Engagement, and Support – was developed to effectively implement the SHRA Performance Appraisal Policy, which was revised in April 2016. The program provides tools and resources to help set meaningful performance goals, promote more ongoing, two-way communication regarding these goals, and evaluate performance fairly and consistently across organizational units.

Highlights of the Program
- It is future-focused to foster strategic thinking, planning, and achievement.
- It features a contemporary design including both individual and institutional goals.
- It is designed to clearly align and connect employees with UNCC’s Strategic Plan.
- It includes regular performance and talent conversations to promote engagement and retention of the best and brightest.

What will this Performance Guide cover?
- Detailed timelines of the cycle
- An overview of NinerTalent STAKES Performance Processes
- Instructions on how to use the NinerTalent (HRMS) Performance module
- Information on calibration sessions
- Helpful tips for avoiding rater bias
- How to assign a final rating/score
- How to discuss Institutional Goals
- How to define Individual Goals
- How to create a Career Development Plan
- How to write a performance review narrative
- Guidance for effective talent conversations
- Suggestions for forward thinking and planning
- Links to support services and other resources

NinerTalent STAKES performance management is the starting point to engaging, developing, and retaining our employees. It is a process - not an event.