MERCURY

Planning, Monitoring, and Performance Improvement Skills (CPM)

25 – 29 January 2027
Nairobi (Kenya)



Dubai - UAE: +971 4 450 5697
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Ref: 16029_1068023 **Date:** 25 – 29 January 2027 **Location:** Nairobi (Kenya) **Fees:** 5300 Euro

Introduction:

The Planning, Monitoring, and Performance Improvement Skills CPM course equips professionals with practical tools for strategic planning and performance management. Participants will explore the full lifecycle of planning—from goal setting to impact evaluation. The course offers comprehensive performance management training to enhance both individual and organizational outcomes.

This Planning, Monitoring, and Performance Improvement Skills CPM training course provides methodologies for applying data-driven monitoring and evaluation techniques to achieve continuous improvement. Trainees will master performance improvement skills, develop practical work plans, and implement structured follow-up strategies to enhance their performance and effectiveness.

The Planning, Monitoring, and Performance Improvement Skills CPM program meets the growing demand for effective planning and monitoring skills, including real-world applications and training in performance improvement plans. It empowers professionals to create and manage evaluation systems to close performance gaps. The curriculum aligns with the needs of both the public and private sectors. Participants will confidently drive measurable improvements across organizational systems.

Targeted Groups:

This Planning, Monitoring, and Performance Improvement Skills CPM training course targets professionals seeking specialized knowledge and skills:

- Public and private sector executives.
- Mid-level managers and department heads.
- Project planners and performance analysts.
- Human resource and talent development professionals.
- Monitoring and evaluation officers.
- Quality and performance improvement consultants.
- Strategic planners and operations leaders.
- Professionals are involved in change management initiatives.
- Staff responsible for reporting KPIs and metrics.
- Anyone aiming to build planning and monitoring competencies.

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Course Objectives:

Participants will achieve the following objectives by completing the Planning, Monitoring, and Performance Improvement Skills CPM course:

- Understand planning, monitoring, and performance improvement fundamentals.
- Identify the relationship between strategic planning and daily operations.
- Analyze key performance areas to drive data-informed decisions.
- Evaluate current performance using structured performance measurement tools.
- Develop practical action plans that align with organizational goals.
- Apply best practices in monitoring and evaluation to track performance.
- Interpret data to assess impact and determine performance gaps.
- Formulate corrective actions that support sustainable improvement.
- Develop logical frameworks for planning and performance management.
- Design and lead initiatives based on performance evaluation results.
- Demonstrate leadership in implementing continuous improvement strategies.
- Integrate stakeholder engagement in the planning process for better results.
- Align individual and team efforts with broader organizational objectives.
- Build strategic planning and performance improvement capacity across teams.

Targeted Competencies:

Participants will gain the following competencies during the Planning, Monitoring, and Performance Improvement Skills CPM program:

- Mastery of strategic and operational planning frameworks.
- Proficiency in performance monitoring training methods.
- Skills in applying monitoring and evaluation frameworks.
- Ability to develop and implement action-oriented performance plans.
- Competence in identifying key performance indicators KPIs.
- Knowledge of performance gap analysis and improvement strategies.
- Capability to design evaluation systems that enhance accountability.
- Leadership in managing and delivering performance improvement projects.
- Confidence in driving long-term change through planning and evaluation.

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Course Content:

Unit 1: Fundamentals of Planning and Management:

- Understanding the role of planning in performance management.
- The concept and scope of effective planning.
- Principles of strategic planning and performance improvement.
- Essential planning and monitoring skills for managers.
- The planning cycle and its application in real scenarios.
- Requirements and Characteristics of a Successful Plan.
- Aligning plans with organizational strategy and goals.
- Risk management and contingency planning in the planning process.
- Stakeholder engagement during planning phases.
- Introduction to planning and monitoring for performance improvement.

Unit 2: Types and Levels of Planning:

- Definitions and distinctions between project and operational planning.
- Overview of tactical and strategic planning approaches.
- Connecting organizational planning with monitoring and evaluation systems.
- Planning levels: strategic, operational, and individual task planning.
- Roles and responsibilities in each planning tier.
- Performance improvement plan training across planning levels.
- Coordinating multiple plans within performance management systems.
- Setting realistic objectives and targets at different levels.
- The relationship between planning, execution, and follow-up.
- Linking planning with performance monitoring and strategic evaluation.

Unit 3: Strategic Management Integration:

- The connection between long-term vision and short-term execution.
- Using strategic thinking for improved decision-making.
- Tools for aligning operational plans with strategic goals.
- Vision and mission development for strategic direction.
- Performance improvement training aligned with strategic outcomes.
- Data analysis to support strategic decision-making.
- The role of leadership in strategic performance planning.
- Applying balanced scorecards in strategic management.
- Enhancing decision objectivity using performance data.
- Managing uncertainty in strategic planning environments.

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Unit 4: Strategic Planning Framework and Concepts:

- Core definitions and purposes of strategic planning.
- Components of effective strategic planning systems.
- Steps to develop long-term strategic direction.
- Identifying and assessing internal and external factors.
- Integrating stakeholder feedback into strategic planning.
- Benefits of planning, monitoring, and performance improvement skills certification.
- Performance management training tools for strategic goals.
- Real-world examples of strategic performance plans.
- Measuring the impact of strategic plans on organizational results.
- Building a strategic culture across departments.

Unit 5: Stages and Tools of Strategic Planning:

- Phase 1: Organizational analysis and environment scanning.
- Phase 2: Evaluation of strategic options and decision-making.
- Phase 3: Defining strategic priorities and measurable targets.
- Using SWOT analysis in strategic formulation.
- Crafting objectives for strategic performance improvement.
- Structuring action plans with performance milestones.
- Integrating strategic and operational plans.
- Monitoring and performance improvement certification processes.
- Establishing accountability structures in planning systems.
- Case studies on strategic planning and performance improvement.
- Framework for planning and monitoring for performance improvement.
- Creating dashboards to track strategic progress.

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Unit 6: Performance Management, Monitoring, and Evaluation:

- Defining performance management systems.
- Setting measurable KPIs and performance indicators.
- Methods for real-time monitoring and evaluation.
- Conducting gap analysis for improvement planning.
- Designing action plans for addressing performance weaknesses.
- Structuring periodic performance reviews.
- Role of feedback loops in performance management.
- Managing performance across teams and departments.
- Tools for continuous improvement monitoring.
- Linking monitoring and evaluation to planning outputs.
- Strategic planning and performance improvement integration.
- Leveraging technology in performance monitoring training.

Unit 7: Control, Follow-up, and Continuous Improvement:

- Principles of administrative control and quality assurance.
- The role of internal audits in performance systems.
- Implementing follow-up strategies for sustained improvement.
- Evaluating planning execution through KPIs.
- Assessing the effectiveness of performance improvement plans.
- Adaptive planning through feedback and data learning.
- Developing organizational readiness for performance monitoring.
- Applying lessons learned to future planning cycles.
- Long-term strategic alignment through monitoring and evaluation.
- Institutionalizing performance improvement as a culture.
- Reporting tools for transparency and accountability.
- Benchmarking performance against best practices.

Final Insights & Key Takeaways:

Mastering planning, monitoring, and performance improvement skills drives measurable success. This course equips professionals to plan effectively, monitor accurately, and improve continuously. The integration of strategic planning with operational excellence ensures long-term sustainability and stability. Participants will lead performance-based projects confidently. These skills are vital in today's data-driven and results-oriented workplace.