



**Not my  
FAULT**

## Employee Accountability

Accountability equates to responsibility and ability. Is the former lacks your team or all of the above? Are you interested in addressing these issues? The Employee Accountability Training Summary is appropriately designed to tackle these issues that you've been running against to. Do not allow the irresponsible and unproductive drag you and your business. With our in-house professional experts, allow us to address the areas that your company needs to improve and to discuss the efficient ways on how to motivate and empower your team in an interactive learning session.

The Employee Accountability Training will provide you a range of modules and case studies that will be covered at the training session.

## **Course Overview**

You will spend the first part of the session getting to know participants and discussing what will take place during the workshop. Students will also have an opportunity to identify their personal learning objectives.

### **This workshop will help you teach participants how to:**

- Understand what accountability is and what events in history have shaped our view of it
- Identify the requirements for personal and corporate accountability
- Apply the cycle of accountability and the fundamental elements required to build an accountable organization
- Describe what individuals must do to become accountable
- Build skills required for accountability, including goal setting, giving and receiving feedback, and delegation
- Pinpoint ways to build ownership in your organization
- Isolate areas for further self-improvement

## **Defining Accountability**

To get started, participants will learn what accountability is. Then, they will explore how history has shaped the recent call for accountability in society. Finally, participants will discuss practices that encourage and discourage accountability personally and professionally.

## **Creating an Accountable Organization**

This session will explore the accountability cycle, the building blocks of accountability, and how participants can start being more accountable.

## **Setting Goals and Expectations**

In order for people to be accountable, they need to know what they are going to be accountable for! This session will explore two ways to do this: set goals with employees and communicate expectations in a structured way. Participants will also learn ways to create ownership in their organization.

## **Doing Delegation Right**

Delegation is key for building accountability in an organization. This session will give some participants ways to delegate successfully.

### **Offering Feedback**

Next, participants will learn ways to give constructive feedback.

### **A Toolbox for Managers**

To conclude the course, participants will explore areas for further learning.

### **Workshop Wrap-Up**

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.

Visit <https://paramountraining.com.au> for more information or call 1300 810 725