

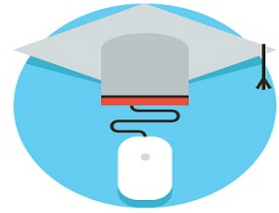
# MySefton MySpace for Staff

## Introduction

This course introduces you to My Sefton, My Space, the Council's refreshed Performance Development Review, and to explain the rationale for developing a new approach including the benefits of completing this eLearning course.

The My Sefton My Space PDR process contains a lot of content which includes Sefton Council's values, behaviours and opportunities for self reflection. It is advisable you allocate 2-3 hours to complete the various sections, exercises, to reflect on what you have learnt and how you will apply it to your My Sefton My Space meetings.

Please note it is **MANDATORY** requirement for staff to undertake an annual My Sefton My Space PDR Meeting.



## Audience

### Objectives

At the end of this e-Learning, you will be able to:

- Clarify the My Sefton, My Space Annual Cycle and Timescales.
- Describe the employee's role in My Sefton, My Space.
- Explain how employees can get the most out of the My Sefton, My Space Employee Preparation Guide.

## Modules

This course contains the following modules:

### Module name

My Sefton, My Space for Staff

## Content

This e-Learning contains the following content:

1. My last 12 months
2. One Council values
3. My role and behaviours
4. Where do I fit in and what is my impact?
5. My future
6. My development
7. Handy tips for Staff

**IMPORTANT NOTICE:** We've been made aware of some issues with the 'email my responses' button at the end of the course. It appears this is not working for a small number of users. If you are affected please email [training.services@sefton.gov.uk](mailto:training.services@sefton.gov.uk) and we will email your responses to you.

