

Assessing Employee Contributions for the CADA Process (CADA)

COURSE NUMBER **FAA01200019**

For information about this course, contact:
 FAA Program Manager
 (386) 446-7154

DESCRIPTION AND LEARNING STRATEGY

This one-day workshop is designed for managers who have the responsibility of participating in the Contribution Assessment Decision Aid (CADA) process. The CADA workshop reviews each incremental step to ensure an in-depth understanding of the process.

OBJECTIVES

- Review critical elements required to complete Performance Management System (PMS) and Superior Contribution Increase (SCI) Self-Assessments.
- Analyze self-evaluations for clarity and intent.
- Practice transferring SCI information to the Contribution Assessment Decision Aid (CADA).
- Develop strategies to assist in the CADA process.

KEY COMPETENCIES

- Accountability and Measurement
- Communication
- Developing Talent
- Interpersonal Relations and Influence

This course is designed for FAA employees. It can be customized for non-FAA organizations through a **fee-for-service** partnership. Call **(386) 446-7132** to discuss options.

CLASS SIZE

20 participants

LENGTH

1 day
 (8:00 a.m. – 5:00 p.m.)
 8 hours

LOCATION

Customer site
 or FAA Center for
 Management and
 Executive Leadership,
 Palm Coast, Florida

UPCOMING DELIVERIES

This course is currently available only as a fee-for-service delivery.

WHO SHOULD ATTEND

Managers who participate in the CADA process

ENROLLMENT

To arrange a **fee-for-service delivery**, call (386) 446-7154.

PREREQUISITE

None

PRECOURSE

Approximately two weeks prior to class start, you will receive an email detailing precourse assignments.

RELATED COURSES

Writing an Effective
 Self Assessment
 (FAA01272)