

Member's Quarterly

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Feature

Project-Based Performance Evaluations

Foster a workplace characterized by transparency, learning and growth



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Employee performance evaluation serves as a critical tool for understanding individual, team and organizational contributions, while also providing opportunities for constructive feedback. While traditional evaluations are typically conducted annually, project-based reviews offer a more focused assessment, centering on an employee's performance within the context of specific tasks or projects completed within a defined timeframe. Particularly in industries where client satisfaction hinges on the quality of project deliverables, organizations often prioritize project-based evaluations or integrate them into the annual review cycle, ensuring that feedback is both specific and iterative, ultimately driving continuous improvement.

Organizations may consider including project-based performance reviews to achieve the following benefits:

Frequency and timeliness

Project-based employee performance assessments are characterized by their frequency and timing, aligning closely with the completion of specific tasks or projects. These evaluations occur as milestones are reached or projects are concluded, ensuring that feedback is timely and relevant to recent performance. This approach allows for continuous monitoring of employee progress and adjustment of goals aligned with the project lifecycle, contributing to simultaneous employee performance and project management.

Feedback accuracy

Project-based employee performance evaluations are known for their accuracy, stemming from their focus on specific tasks or projects. By evaluating performance based on measurable objectives and deliverables, these assessments offer concrete evidence of accomplishments and areas requiring improvement. This specificity enables a precise assessment of individual contributions, leading to more accurate insights into employees' strengths and development needs.

Diversity of input and objectivity

Project-based performance management enriches the evaluation process by engaging various stakeholders, such as team members, project managers and clients. This inclusive approach allows for a diverse range of perspectives, resulting in a more comprehensive and objective assessment of employee performance. By considering multiple viewpoints, biases and subjective judgments are minimized, thereby promoting fairness and transparency. Furthermore, the emphasis on specific project outcomes and measurable results provides tangible evidence of performance, reinforcing the objectivity of the evaluation process and ensures that recognition and rewards are based on merit and achievement.

Relevance and meaning

Project-based performance assessments offer a more relevant and meaningful evaluation for employees, as they directly tie individual contributions to the success of specific tasks or projects. By focusing on the outcomes and impact of their work within the context of the project's objectives, employees gain a clearer understanding of their role and how it aligns with the organization's goals. This approach fosters a sense of ownership and accountability, motivating employees to strive for excellence in their work. Moreover, by recognizing and rewarding performance at the project level, organizations can more accurately assess the

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overall contribution of each employee to the project's success, leading to greater alignment between individual efforts and organizational objectives.

Constructive, developmental and impactful

Project-based employee performance evaluations offer immediate, actionable feedback that drives growth and enhances performance. Tied closely to specific tasks or projects, these evaluations enable employees to make timely adjustments, address areas for improvement and leverage their strengths. By focusing on concrete examples and outcomes, they provide valuable insights that empower employees to progress in their roles and contribute more effectively to the organization's success.

Positive workplace culture

Project-based performance evaluation fosters a workplace culture characterized by transparency, learning and growth. By focusing on specific tasks or projects, employees receive clear and actionable feedback, promoting transparency in performance expectations and outcomes. This transparency cultivates a learning environment where employees feel empowered to seek improvement and develop their skills. Furthermore, prioritizing consistent, well-delivered feedback and fostering development cultivates an atmosphere wherein employees are at ease with taking risks, embracing mistakes and gaining knowledge from them. Overall, project-based performance evaluation not only drives individual growth but also strengthens organizational culture by promoting open communication, accountability and trust.

Implementing project-based performance management begins with ensuring that clearly defined expectations and criteria for success including project objectives, milestones and key performance indicators are shared with team members from the outset. Utilizing appropriate tools and technology is also essential for tracking employee progress, facilitating communication and providing a full picture of the employee's contribution throughout the project's life cycle. Furthermore, investing in skill-building programs for all individuals involved in providing feedback as part of the performance evaluation process ensures a consistent and supportive approach across the organization, fostering a culture of continuous improvement and development. Moreover, equipping managers with the skills to deliver feedback constructively ensures that employees can receive it positively and take actionable steps to improve their performance and contribute to the overall success of the project and a positive workplace culture.

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