COURSE SYLLABUS

AI for Employee Performance Management in Government Course

Artificial intelligence is reshaping how government supervisors and HR professionals set expectations, measure outcomes, and recognize employees. This 4-hour interactive training gives federal staff practical, responsible ways to bring AI into every stage of the performance cycle, grounded in real government examples and current OPM guidance.

Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/courses/ai-for-employee-performance-management-in-government



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Course Outline

What is Performance Management?

Definition and purpose in the government workforce

AI Fundamentals for Performance Management

- Types of AI relevant to performance management (analytics, automation, predictive modeling)
- Key terms and concepts

Opportunities and Use Cases

- AI for goal setting and alignment
- Real-time performance monitoring
- Predictive analytics for workforce planning

Fairness, Transparency, and Ethics in AI-Driven Evaluation

- Avoiding bias in automated evaluations
- Ensuring transparency and employee trust
- Government ethical standards and requirements

Government Policy Context

- OMB, OPM, and agency-specific guidance on AI and data-driven HR practices
- Privacy, accountability, and compliance considerations

Practical Tools and Frameworks

- Dashboards and visualization tools
- Setting up AI-driven KPIs and metrics
- Data governance and documentation

Managing Risks and Limitations

Identifying challenges and safeguards for AI-enabled performance management

Application to Government Work

Integrating AI practices into existing performance management processes

Action Planning

Steps to implement or improve AI-enabled performance management