



DHRM HR Highlights September 2025

Required Training Updates – EEO & Performance Management

Please note the following updates to the **Commonwealth's Required Training** list posted on the [DHRM Workforce Development webpage](#) (under Learning Resources).

1. The [DHRM - MVP – Policy - Understanding EEO and EEO Related Processes](#) course is a new required training course to be completed for new and for current employees as shared in the August DHRM HR Highlights. Prior EEO course versions are now inactive in the COVLC, and agencies should ensure that they are using this new course.
2. Performance Management Training is required for supervisors and managers. In the [MVP Performance Management Curriculum](#), there are 2 tracks – the Enhancing Employee Performance Track and the Performance Management Track.



DHRM - MVP - Performance Curriculum
MVP - Performance Track - Performance Management
MVP - Performance - Performance Management Overview
MVP - Performance - Developing an Employee Work Profile
MVP - Performance - Documentation and Feedback Form
MVP - Performance - Evaluating Performance
MVP - Performance - Probationary Period
MVP - Performance Track - Enhancing Employee Performance
MVP - Performance - Introduction to Supervision
MVP - Performance - Managing the Work Process
MVP - Performance - Delegation
MVP - Performance - Employee Engagement
MVP - Performance - Coaching
MVP - Performance - Motivating for Improved Performance

- The **Enhancing Employee Performance Track** is focused on behavioral skills for supervisors to use in supporting employee performance. The DHRM – MVP – Enhancing Employee Performance Track is still available in the COVLC.
- The **Performance Track** is focused on policy requirements for completing the performance management process in state government. With the changes in the

Performance Management process and new tools that have been released this year, this content is no longer relevant. For example, Employee Work Profiles no longer exist, and agencies are now using Position Descriptions (in PageUp). **The courses in this track are expected to be updated in 2026 to align with policy revisions.** These modules have been made inactive in the COVLC until they are revised in 2026. Please be sure to update any agency documents or requirements accordingly.

- If desired, agencies may require supervisors and managers to complete the [DHRM – Performance Management Training for Supervisors](#) curriculum in the COVLC. This curriculum provides guidance and resources for completing the steps of the revised Performance Management process.
- Also, please remember that employees may access [DHRM – Performance Management Training for Employees](#) and Human Resources staff may access [DHRM – Performance Management Training for Human Resources](#) in the COVLC. These curriculums provide guidance and resources for completing the steps of the revised Performance Management process.

If you have questions about the available training , please email Workforce.Development@dhrm.virginia.gov.

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