



Motivating Employees

Step One

- Determine what you, as the leader, and what the organization is willing to offer as employee incentives
- Determine the length of time for the incentive program
- Create measurable goals for the incentive program
 - Remember all goals must be measurable and have a timeline

Step Two

- Learn who the employee influencer is and have a meeting with them
- Present the plan and secure their support to present to the employees

Step Three

- Conduct an employee survey to learn:
 - How interested the employees are in the incentive plan
 - What recommendations and changes they would make
 - Form an employee committee to oversee

Step Four

- Launch the program.

Ideas for incentives:

1. Handwritten thank you card (remember this only works in certain situations, we do not recommend using this unless you know it will be effective)
2. A \$10 gift card to Sonic or Braum's
3. Tickets to a community event
4. Employee of the month award.
 - a. Get a plaque where you can add the names for each month.
5. Recognition at a staff meeting
6. Half a day off with pay
7. Full Day off with pay
8. Movie tickets
9. Bonus
10. Prepaid gift card/visa
11. Preferred parking spot
12. Employee of the month with plaque and preferred parking spot

Once a plan with incentives has been created, hold a meeting to launch the program. Consider giving each employee a pin or shirt to recognize their hard work to date and creating momentum for the program.



Motivating Employees While Working Remote

Working remotely can cause employees to feel isolated and alone. Many will struggle with communication and even productivity. In times of high stress, working remotely may feel more like a chore than a reward. Remember all these thoughts as you work to lead your team.

During times of social distancing and remote work, showing employees you care is more important than ever. Find creative ways to engage with them, support distance learning with their children and rewarding their commitment to the company.

Ideas to Invest in Employees During Social Distancing

1. Survey employees to find out what times are best for meetings
2. Ask employees what support they need to assist their children with distance learning
3. Create an employee led group to offer tutoring to employee children
4. Deliver treat baskets to each employee
5. Begin working and designing an employee incentive program
6. Ask employees to plan a welcome back lunch or dinner
7. Plan an employee welcome back party and send the invitations with a TBD for the date
8. Recognize we are all stressed, tired and overwhelmed
9. Lead by example, share your struggles with employees and ask how you can better support them
10. Show empathy and care

Investing in your employees during social distancing and remote work will be noticed. Remember, the seeds you sow now will blossom in the future. Take this time to truly invest and develop the team your community and organization need. Work to create an organization deserving of your amazing team.