

Motivation

Program Outline



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Overview:

It's no secret. Employees who feel they are valued and recognized for the work they do are more motivated, responsible and productive. This is a busy one-day workshop to help supervisors and managers create a more dynamic, loyal and energized workplace. This program is designed specifically to help busy managers and supervisors understand what employees want, and to them a starting point for creating champions.

How you will benefit:

- Identify ways to link motivation to employee performance
- Recognize the external factors that can influence performance
- Discover ways to build and encourage employee accountability
- Learn effective strategies to encourage and sustain employee trust
- Explore ways that laughter and humor can enhance morale and increase motivation

Pre-course preparation

Participants are asked to prepare for this training session by thinking about the answers to the following questions:

What is it that motivates you?

What are your biggest fears?

How do they motivate you?

What are your greatest desires?

How do they motivate you?

Do you think you focus more on rewards or on penalties?

Be prepared to defend your answers

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Introductions and Pre-assignment

Motivation is an "inside" job

The three most common ways to motivate employees:

Fear

Incentives

Personal growth



Working with Human Nature

Maslow's Hierarchy of Needs

Linking Motivation to Performance

Define expectations

Set realistic standards and goals-together!

Document what you agree on—their course of action

Be clear about rewards

Be a role model

Build Trust and Hope

Respect your employees

Do what you say you are going to do

Watch what you say and how you say it

Communicate openly

Show your human side

Practice friendliness

Sustaining Employee Motivation

Create and share a vision of the way everyone should be treated

Recognize excellent performance

Be accessible

Keep everyone informed

Spend time coaching and teaching

Review

Personal Action Plan

Evaluations