

Quick Tips on *Motivation*

Encouragement can change the course of a person's life...

Ideas for Motivating Others:

- Be enthusiastic
- Listen to what others say
- Be a good role model
- Provide a sense of unity
- Avoid domination or forcefulness
- Keep them informed
- Be careful what you say and how you say it
- Use people's names often
- Use team building activities to re-energize the group and strengthen loyalty and commitment
- Give them the opportunity to fulfill their own motivational needs

GIVING the right kind of praise:

"Many leaders know the value of providing praise to those who work with them. If used correctly, praise can be highly motivating and a great way to show someone you appreciate the good work they provide. But if a leader hands out praise for the wrong reasons, or at the wrong time, it can backfire and generate more harm than good. The key is to give the right kind of praise for the right reasons. Here are some guidelines to follow ." (weLEAD Inc. 2005)

1. Don't praise ordinary performance.
2. Be specific about what you are praising.
3. Skillfully use praise to improve poor performance.
4. Put excellent praise in writing.
5. Don't assume praise is all that needed

Maintaining Motivation in your Group

- *Treat each person as an individual*
- *Recognize that, by nature, people want to do a good job*
- *Encourage a strong sense of shared direction and commitment to peak performance*
- *Involve people in the decision making process. People usually don't resist their own ideas*
- *Constantly communicate both organizational and individual progress toward mutual goals*
- *Maintain the self-esteem of others; high self-regard is the cornerstone of motivation*
- *Don't over manage competent people; delegate both work and authority for maximum motivation*