

Component 1-

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Academic and employment skills

What is the most effective way to motivate staff?

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Abstract

This report is aimed at looking into Motivation and why we need it within our companies. By doing my research, I found out what employers offer their staff to motivate them during their time with the company. There are 8 different motivational keywords chosen in this report.

- Awards/recognition-
- Additional holidays -
- Good working conditions-
- Goals/targets-
- Communication-
- Growth at work/Learning new skills-
- Feedback-
- Volunteering for a charity or donating-

Introduction

Motivation is generally defined as a psychological force that determines the choice of direction of the person's level of persistence in the face of obstacles. The direction of a person's behaviour refers to the actions that a person could engage in. Motivation starts in the workplace from the senior leadership, the direct manager and also the employee themselves, numerous factors are involved from pay rise, holidays, awards, and growth in the workplace and many more. Motivation is for working autonomously or as a collaboration and effective teamwork successfully to meet goals and expectations within yourself or the workplace. Motivation is a 50/50 basically between the employee and employers. motivation may be monetary and nonmonetary rewards as well as bonus plans can promote high performance within the workplace. There is an increasing demand on corporations to develop reward programs that are motivating employees to work harder and faster within any company motivation is a key word for the rewards to even be given but they know they will receive rewards the employees will show better performance.

Methods

- Pay-
- Awards/recognition-
- Additional holidays -
- Good working conditions-
- Goals/targets-
- Communication-
- Growth at work-
- Feedback-
- Learning new skills-
- Volunteering for a charity or donating-

The methods all work if there are positive goals, good communication and motivation is the keyword always within the company workplace between manager and employees.

Results

The proper reward systems for all employees is a chance to help them enhance their performance and productivity within the workplace according to the findings of **"Mujtaba"(2008)"** with having everyone in the organisations and shared missions, visions and goals of the company, will help achieve the right awards to motivate the employees and good feedback on those who have accomplished the tasks. Feedback is very important to motivate the employer/employees so they can build on their weaknesses and build on their strengths. **"Helm, Holladay, and Tortorella (2007)"**

Pay: To retain qualified and committed employees in the company the manager needs to make sure they have a firm that encourages them to stay focus producing good work within the workplace for a pay rise every workplace has a base pay and determining on your skills you will be benefit with a rise, cash awards are good but temporary and usually given at the next paycheck pay rise isn't not long-term, but definitely a good way to make your employees feel good and it encourages motivation for the next tasks ahead.

Recognitions/Awards: Recognition programs can be geared towards introverts who motivate because of internal self motivation from their own self workmanship, and satisfaction and pride or those who need incentives to be motivated to do the task fulfilling jobs can keep the employees happy and internally motivated to complete their commit and internally motivated to there jobs some percentages of recognition (Years of service 59% Going "above and beyond" the job 51% Customer service 41% Cost saving 39% Increased productivity 37%)

Rewards are key factor in ways of motivating the workplace because it can be a teams reward or individual rewards given in many different ways, rewards are based and actually on win-win situations, to make the reward mean something to the employees, managers they can reward employees for their unit these rewards are both quality and quantity. Rewards should be given from good working skills, knowledge within the company and if given verbal feedback can reinforce good performance will motivate your employees.

Good working conditions: Good working conditions show in the right company which will motivate you every step within the company. It helps prevent stress within the workplace which will motivate you if you don't feel overpressured also low conflict, clear job roles and communication, good working hours satisfaction within the job role, job security just the right communication between peers in the workplace

Goals: organisations encourage higher performance goals within a company, when it comes to goal setting we use the system SMART (Specific, Meaningful, Achievable, Reliable or Rewarding, and Timely) setting goals is a way of motivating the workplace, without goals you won't feel satisfaction from the job. Goals motivate you to want to go higher within the company or even just in the tasks you are accomplating. Self efficacy this leads to higher performance from employees, purpose or the mission of the organisation can be long term

or short term goals set for the employees overall strengths and weaknesses which is critical for many organisations in high competition.

Communication: Communication is one of the dominant activities and very important in the organisation this is based on effective relationships between individuals. If the employers don't communicate well they don't want to work within the full potential, they won't feel motivated if not shown respect, loyalty relationships are made from communication, communication is a vital role for human life so making sure you are communicating with managers, employees

New skills: Benefits to the company's job enlargements is to give the employee, job enrichments to give the employees more control over, job rotations is a practice of where

Growth at work: Growth within the workplace is positive motivation

Feedback: Good feedback to employees is one of the most important ways of showing the employee how they are succeeding within the company but honest feedback whether it is positive or negative can create many opportunities for managers and employees feedback is a number one motivator.

Learning new skills: New skills

Volunteering for a charity or donating: Charity

Discussion

The value of motivation and communication between the employee and employer is important, just developing a good working environment and communication between peers is essential, employees are more loyal when their management, managers are good leaders and have motivation within them it helps the employer feel they are worth being apart of the company. Regardless of the rewards the key is in providing feedback to motivate the peer Immediate feedback on performance can motivate individuals in a way to change their strategy or just to become more creative and adjust their methods to evaluate their own performance in the workplace,

Conclusion

In the conclusion you should show the overall significance of what has been discussed. You may want to remind the reader of the most important points that have been made in the report or highlight what you consider to be the most central issues. However, no new material should be introduced in the conclusion.

- Work should be structured based on customer needs.
- Training programs should be provided to move to new levels.
- Rewards should be based on productivity and performance.
- Employees should get more responsibility as they become ready for them.
- No waiting for attrition or wearing out of the team.
- Cross training and different levels of skill should be required.
- Job responsibilities should emphasise results and not tasks or techniques.

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