

Introduction

Motivation is defined as something that causes a person to act. An emotion, impulse or desire acting on the will, causing it to act. An incentive, such as an expected reward, inciting action.

What we want to create is a desire to learn how to lead and how to accomplish the things that Job's Daughters allows us to do. Those members in leadership positions need to find the methods to create the energy and enthusiasm that motivates the members in each Bethel. The methods used will be varied because different things motivate each of us.

What are some of the things we need to motivate people to do?

What are some of the ways that we can get people excited about what we can do in Job's Daughters?

Empowering people by putting the creativity and control with them is sometimes the biggest motivational tool. A good leader is often a good delegator. Following up and checking on the progress of the delegated job is of top importance. The leader who is jealous of or afraid to give power and information to others is likely to accomplish fewer results and will lose the interest of many members. People are the biggest asset in any organization. They create and control all categories of resources - technology, finance, time and physical. People are the ingredient in the most important resource of all, which is relationship. We must create a level of trust, integrity and esteem to motivate others.

Most organizations think of quality of output and product backwards. Think of the quality of your people first. Coach them, don't try to control them. Change competition to cooperation. People have a need to contribute. The way we think controls the way we behave. Think positive. Think people.

Ten Commandments for Relationships

Speak to people. Almost everyone appreciates a friendly work of greeting.

Smile at people. If this seems difficult, remember that it takes 72 muscles to frown, but only 14 to smile.

Call people by name. This is the sweetest music to anyone's ears.

Be friendly and helpful. Remember the rule: To have a friend, be a friend.

Be warm and cordial. Let your speech and actions give the impression that everything you do is an absolute pleasure.

Be genuinely interested in people. With a little effort, you'll find that you can like almost anybody.

Be generous with praise. Be sparing with criticism.

Be considerate with others' feelings. Remember that there are usually three sides to a controversy ...yours, the other person's, and the right side.

Be alert. Notice any way that you can offer service to someone else. That is what counts most in life.

Add three vital ingredients: A lively sense of *humor*, a large dose of *patience*, and a generous amount of *humility*.

This is some pretty good advice. In short, a good friend is someone who is "others centered", rather than self centered.

Things That Motivate Me

1. Steady, secure responsibilities
2. Respect for me as an individual
3. Knowing I will be held responsible for my own performance
4. Rewards
5. Attractive working conditions
6. Chance to turn out quality work
7. Getting along well with others on the job
8. Change for bigger challenges
9. Opportunity to creative and challenging work
10. Being able to participate in decisions that affect me
11. Not having to work too hard
12. Knowing what is going on in the organization
13. Concern for social problems (service)
14. Feeling my job is important
15. Having a written description of my duties
16. Being commended by leaders when I do a good job
17. Attending meetings
18. Agreement with organization's objectives
19. Large amount of freedom to perform
20. Opportunity for self-development and improvement
21. Having an efficient and competent leader
22. Knowing I will be disciplined if I do a poor job
23. Working under close supervision
24. Public recognition of my contributions
25. Opportunity to advance to more important duties

Recognizing and Rewarding Your Members

- Written notes of appreciation
- Verbal praise in public
- Parties
- Lunch or dinner treat
- Praise in a newsletter
- Tricks in good taste. They say "We care enough about you to have fun with you".
- Being available to talk to
- Circulate news that is important to all
- Gifts for special reasons
- Saying thank you
- Make a call
- Share a positive comment about someone
- Smile
- Treat to a soda or ice cream
- Allow freedom of expression
- Ask for a report
- Send a card
- Send notes of support
- Involve members in goal setting
- Respect the wishes of others
- Keep challenging members
- Let members know where they stand
- Say "Good Morning" or "Hello"
- Be willing to learn from others
- Greet members by name
- Help members develop skills
- Permit the group to solve problems
- Encourage idea sharing
- Help members gain self-confidence
- Take time to explain fully
- Communicate standards and be consistent
- Surprises
- Give additional responsibilities
- Respect sensitivities
- Enable members to grow in a job
- Create pleasant surroundings
- Ask others to help with training
- Take time to talk

Hints On Motivating People

- Study the members and determine what makes each of them tick.
- Be a good listener.
- Criticize or reprove constructively.
- Criticize or reprove in private.
- Praise in public
- Be considerate.
- Delegate responsibility for details to members.
- Give credit where it is due.
- Avoid domination or being too forceful.
- Show sincere interest in and appreciation for the other members.
- Make your wishes known by suggestions or requests.
- When you make a request or suggestion, be sure to tell the reasons for it.
- Let the members in on your plans and programs even in the early planning stages.
- Never forget that the leader sets the example for the members.
- Play up the positive.
- Be consistent.
- Show members that you have confidence in them and you expect them to do their best.
- Ask members for their help and ideas.
- When you're wrong or make a mistake, admit it.
- Give courteous hearing to ideas from members.
- If an idea is adopted, tell the originator why.
- Give weight to the fact that people carry out their own ideas the best.
- Be careful what you say and how you say it. (Think before you speak)
- Don't be upset by little hassles.
- Use every opportunity to build in each member a sense of the importance of their own work.
- Give your members goals, a sense of direction, something to strive for and achieve.
- Keep your members informed on matters affecting them.
- Give members a chance to take part in decisions, particularly those affecting them.
- Let your members know where they stand.
- Make personal contacts before and after meetings to encourage participation.
- Give group members something to do immediately. If the interest level starts high enthusiasm is generated.
- Utilize small groups and place people on projects or committees where interests and talents lie. This satisfies personal needs.
- Remember that a need that is met is no longer a motivator. Continue to reassess members needs and to provide new challenges so that commitment to the tasks will be sustained.
- Avoid assigning unnecessary tasks.
- Encourage sharing without criticism or judgement.
- Make the members in your group want to do things.