

38 Ways to Show Appreciation

Everyone needs appreciation. It can change someone's outlook on life, their attitude, it can motivate them, persuade them, get them to cooperate, make them feel better and it lets them know that someone really cares.

In over 20 years of experience in working with leaders and their teams, one of the major complaints we hear is that people don't feel appreciated.

"Excuses" seem to range from, "I never get any appreciation, so why should I give any", or "I didn't receive any appreciation when I was growing up" or "I don't have time to show appreciation".

The side affect of this is disenchantment from the people you know on a personal and professional basis.

On the other hand appreciation can have great benefits. We always make it a point to thank waiters and waitresses for serving us on a holiday, or for the person who fixed your car. How many of you have sent a note of appreciation to your 4th grade teacher thanking them for all they did? It's amazing how you can make someone's day by these simple acts.

Here are a few ways to show genuine appreciation to your associates, clients, customers, family and friends.

- Say thank you. This is so easy, but often overlooked.
- A pat on the back.
- A smile.
- A call to tell them how much they have helped you
- An e-mail thanking them and a copy sent to others
- Public recognition in front of friend or peers at work
- Manage by wandering around (MBWA). Get out from behind your desk and see what your employees are doing. It shows you care and are interested in what they do.
- A letter of praise from a customer or vendor shared directly with the employee who delivered the service.
- Develop a wall of fame. A letter from a customer or vendor praising an employee, posted on the company bulletin board.
- Listening to an employee who has an idea for improving efficiency or effectiveness and then acting affirmatively on that suggestion.
- Ask your employee what non-monetary rewards they would like to have and, if possible provide them.
- Provide training to employees. Offer them opportunities to improve themselves. For example, one client of mine had me train all their employees in success skills. This not only helped the company, but it was seen by the employees that management really cared about them.
- Bring in coffee, donuts and snacks on a regular basis and also do it when it is not expected.
- Provide free lunches to employees when you seen them doing something above and beyond.
- Walk your talk. Lead by example: Do what you say you're going to do and keep all your promises.
- Involve employees in decisions that directly affect them. People have a need to belong. Make them feel like they are an important part of your business.

- Praise them. Each day your goal should be to catch employees doing something right so you can praise them. This makes them feel valuable and valued.
- Listen to your employees. There really is a reason that you have two ears and one mouth. Listening tells you what employees need; it keeps you from making mistakes with them; it wins their respect; it enables you to negotiate successfully with them; it raises their self-esteem; it minimizes their frustration and it communicates that you care.
- Let your employees know they are VIPs too! Arrange discounts with local theaters, restaurants, sports events or other things important to them. This will not only motivate them, but they will tell everyone what a great place they work for.
- Give credit where credit is due. One of the best ways to achieve results is to give credit to the appropriate employees.
- Go out of your way to help employees. A little extra effort, some personal inconvenience, goes a long way with subordinates in confirming the feeling that what they are doing is important to you --- and that they are too.
- Have family day. Encourage employees to bring in families to the see the office or plant one afternoon. Follow up with a picnic. What you spend in half a day's down-time will be rewarded many times over by family good will, and of course, word of mouth.
- When paychecks go out, write a note on the envelope recognizing an employee's accomplishment(s).
- Encourage employees to praise good work of their fellow employees.
- Conduct an out-to-dinner program for employees. Award dinners for two for doing something special like coming in on a day off or working through a break. You could also provide dinners to employees who get praised by customers.
- Go to lunch with each one of your employees on a quarterly basis. Ask the question, "What do we need to do to keep you with us ?"
- Remember birthdays ... birthday card, cake or gift.
- Invite employees to your home for a special event and recognize them in front of their spouses and co-workers.
- Give employees rewards for customers they bring in.
- Offer rewards for great ideas. If it saves money or brings in business, give the employee a percentage of the savings or profit.
- Be sympathetic to personal problems.
- Have regular meetings to let employees know what is going on in the company. It's important that everyone feels they belong.
- Order a pizza or a huge submarine sandwich for a communal lunch.
- Send \$10, \$25 or more to a spouse with a thank-you note for his or her support during the employee's overtime.
- Buy gift certificates.
- Pay an employees rent for a month.
- Pay for the tutoring of an employee's child.
- Give employees who recruit new workers a cash bonus.

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