

EverydayRecognition.sd

Developing a culture of employee recognition throughout state government

One study showed that 46% of people who quit their jobs did so because they felt unappreciated.

Jim Clemmer, "The Power of Recognition, Appreciation, and Celebration"

In our business, this statistic is staggering. The Bureau of Personnel works hard to assist state agencies with their staffing needs. An important aspect of addressing those staffing needs is the retention of excellent employees.

The Personnel Management Advisory Board made 4 recommendations. They are:

1. On-going, informal recognition activities at all levels in all offices.
2. Department-wide and department specific activities and/or award programs.
3. Statewide, formal recognition and/or award program.
4. Website with tools and resources.

Employee Expectations

So, what do employees want? Well, studies show the top five expectations of employees are:

- Meaningful work
- Involvement and input
- Flexibility in work hours
- Balance in work and personal life
- Thanks and recognition for a job well done

Did you notice salary didn't make the top five?

So, what is recognition? Well, first let's look at what recognition is not.

Recognition is not money or merchandise.

- Recognition is Partnering
- Recognition is Involvement
- Recognition is Respect
- Recognition Enables Individualism

So, when employees ask for recognition, they are asking for what everyone expects for themselves: honest communications, respectful treatment, and acknowledgement that they are people with feelings, personal lives, and the desire to truly contribute to our workplace.

You R.O.C.K.!

Recognizing Others' Contributions and Kindness

"You R.O.C.K.!" is BOP's new employee recognition program. Let's use this opportunity to make our coworkers feel good personally and professionally. Everyone knows happy employees are productive employees.

The committee has been working on ideas for the program. In the very near future, they will be asking you to provide ideas, comments, and suggestions to further develop our recognition program. Let's work together to make the Bureau of Personnel a more inviting place for all of us!

Did you know?

- Laughter releases a chemical called serotonin (say sera-tow-nin) into our brains. This is often called the 'feel good' hormone because that is the effect it has on our feelings.
- Laughter is a way we can be a part of a group and it can make us feel more comfortable with others.
- Laughter stops us feeling stressed and leads to our bodies working better and feeling relaxed.
- Researchers have found that laughter can also help our immune system work better, and this means that we can fight diseases better.

Ways to Show Appreciation

- Praise something your coworker has done well. Identify the specific actions that you found admirable.
- Say “thank you.” And, don’t forget to say “please” as well.
- Ask your coworkers about their family, their hobby, their weekend or a special event they attended. Your genuine interest causes people to feel valued and cared about.
- Write out the recognition, what they did, why it was important and the effect their actions had on the organization.
- Present the recognition publicly, like at a staff meeting.
- Leave your coworker a voicemail praising his or her performance.
- Send your coworker an email.
- Put a note in the biweekly email newsletter.

Meet the Committee



The members of BOP’s recognition committee are Pam McClelland, Rachel Mink, Lisa Mammenga, Toni Richardson, Sherri Weeldreyer, and Summer Sporrer.

Your input is important to us. Please let the committee know your suggestions and ideas. Let us know what motivates you; what you consider recognition and how we can implement that information into our recognition program.

Remember..... You R.O.C.K.!

Bureau of Personnel



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