

MOTIVATING EMPLOYEES TRAINING

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**How to
motivate
people at work**



COURSE LENGTH: 1.0 DAYS

When employees are Motivated they feel valued and provide a higher level of productivity. Employees must be motivated to help them work harder, find satisfaction in their job and fulfill their professional goals.

The PD Training Employee Motivation Training Course provides skill development in the various methods of staff motivation such as the object-oriented theory, the expectancy theory, goal setting and using individualised motivators. This course helps organisations carry out highly successful motivational programs that help employees feel more productive, satisfied and enthusiastic.

This fun, high-energy training course is available across New Zealand, including Auckland, Wellington and Christchurch.

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MOTIVATING EMPLOYEES TRAINING COURSE OUTLINE

FOREWORD

Employee Motivation is becoming ever more important in the workplace and everyone agrees that a motivated workforce is far more likely to be a successful workforce. The happier and more professional an employee is, the better the results they will deliver for you. Of course, every employer wants to make sure that they have a workforce who will do their best, but this does not simply mean making the job easy for their employees. In fact, part of the problem of motivation is that where the job is too easy, employees become complacent.

There is therefore a challenge for all employers and management in delivering the right balance between a confident, motivated workforce and a workforce which is driven to attain goals. It can be described as a mix between the pleasure of a comfortable working environment and the fear of failure, although in honesty it is more complicated than that equation suggests.

Regardless of how it is characterised, it is important to get the right balance in order to ensure that you have a motivated workforce. This Employee Motivation course is designed to show participants the way to get the best out of a confident, motivated set of employees, and to show them how to motivate that group.

OUTCOMES

After completing this course participants will be able to:

- ▶ Explain motivation
- ▶ Apply effective methods of staff motivation
- ▶ Interpret and discuss the psychological theories behind employee motivation
- ▶ Develop plans for more effective team motivation including making allowances for different personality types
- ▶ Set clear & defined goals as part of the motivation process
- ▶ Identify specific challenges of workplace motivation & learn how to address them

MODULES

Lesson 1: Getting Started

- ▶ Workshop Objectives
- ▶ Pre-Assignment Review

Lesson 2: A Psychological Approach

- ▶ Herzberg's Theory of Motivation
- ▶ Maslow's Hierarchy of Needs
- ▶ The Two Models of Motivation

Lesson 3: Object-Oriented Theory

- ▶ The Carrot
- ▶ The Whip
- ▶ The Plant

Lesson 4: Using Reinforcement Theory

- ▶ A History of Reinforcement Theory
- ▶ Understanding the Three Factors
- ▶ Using the Three Factors to Motivate in your Workplace

Lesson 5: Using Expectancy Theory

- ▶ A History of Expectancy Theory
- ▶ Understanding the Three Factors
- ▶ Using the Three Factors to Motivate in your Workplace

Lesson 6: Personality's Role in Motivation

- ▶ Identifying your Personality Type
- ▶ Identifying others' Personality Type
- ▶ Motivators by Personality Type

Lesson 7: Setting Goals

- ▶ Goals and Motivation
- ▶ Setting SMART Goals
- ▶ Evaluating and Adapting

Lesson 8: A Personal Toolbox

- ▶ Building your own Motivational Plan
- ▶ Encouraging Growth and Development
- ▶ Getting Others to see the Glass Half-Full

Lesson 9: Motivation on the Job

- ▶ The Key Factors
- ▶ Creating a Motivational Organisation
- ▶ Creating a Motivational Job

Lesson 10: Addressing Specific Morale Issues

- ▶ Dealing with Individual Morale Problems
- ▶ Addressing Team Morale
- ▶ What to do when the Whole Company is De-Motivated

Lesson 11: Keeping Yourself Motivated

- ▶ Identifying Personal Motivators
- ▶ Maximising your Motivators
- ▶ Evaluating and Adapting

Lesson 12: Wrapping Up

- ▶ Words from the Wise
- ▶ Action Plans and Evaluations

WEB LINKS

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