Quick Guide: Motivating the Team (part 2)

In part 1 of Motivating the Team we looked at some of the ways to motivate the people in your team so you can increase your team's satisfaction in the job, and the efficiency of the business. Here, in part 2, is the second – practical - set of tips to help you motivate the team to do things willingly and well:

1.   **Provide scope for development** by setting targets or raising standards for the work they do. People can be very competitive – in a good way! – and this can add an element of fun to what they do. Especially if you recognise achievements by praising and communicating all the successes.

2.   **Meet regularly with individuals** to monitor and counsel on progress towards targets or any changed standards. And then feedback team successes at team briefings.

3.   **Provide on and off the job training** and coaching. Off the job training allows them to reflect and plan changes. This then motivates them to use the learning on the job.

4.   **Aim to use another member of the team** to train others in their own specialist skills wherever possible. This helps the trainer's motivation, and allows others to see what else is possible in their role.

5.   **Restructure or group the team's tasks** to use and to develop skills within the team to the fullest. Perhaps consider having one individual do the whole task instead of a part of it, or reallocate similar tasks so they are performed quicker.

6.   **Rotate tasks, projects and jobs** wherever possible so the whole team gains the fullest range of skills. This also means the boring or menial tasks are shared amongst the team.

7.   **Provide a challenge** to members of the team by communicating team objectives and getting them to suggest – possibly new - ways of meeting them.

8.   **Train thoroughly at least one deputy**. This is motivating for the individuals concerned, and motivating for the others as they will see possibilities for progression.

9.   **Provide scope for staff to take greater responsibility**. Don't do everything yourself! Instead, encourage them to find solutions to situations.

10.   **Encourage ideas** and if possible, give staff responsibility for implementing them. If it is their idea, they are more likely to willingly want to implement them!

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