

Keeping your team motivated

One of the most difficult challenges for any Team Coordinator is to figure out how to keep your volunteer members motivated. There are many different ways you can accomplish this however here are a few to start;



1. **Involve them.** Delegate Duties... Your team members want to be involved in the ongoing development and progress of your program. They can offer insightful ideas that can make a significant difference to the ongoing success. When you involve your members it enables them to buy-in more and feel part of the team.

2. **Communicate.** Schedule regular meetings and provide a forum for ongoing communication. Few people can be accused of over-communicating. Your team members want updates on the progress of the program and their personal performance. Use memos, email, telephone, and one-on-one or group meetings to keep your team apprised. Talk to your team members regularly. Keep track of your progress and let them know if you are on track. Discuss challenges and solutions as a team. Tell them what challenges are currently being faced (they may have suggestions). It is also important that you give them feedback on their performance.

3. **Celebrate individual and team performance.** Promote your team members i.e. posting list of names... Catch people doing something right and focus on recognizing excellent

performance. On an individual basis you can provide positive reinforcement, issue awards, use organizational recognition to highlight specific achievements.

To recognize team efforts, post performance charts on the wall or throw an impromptu get-together., Treat them to lunch or post team pictures on your Intranet and in their work environment or give them plaques, certificates, etc...Ultimately, the more of these approaches you incorporate into your motivation strategy, the more energized your team will become.

4. Set challenging goals. Schedule team activities.....If you set challenging goals your team will work hard to accomplish them, providing of course, they are realistically attainable. It is amazing what people can accomplish when they are given the opportunity to perform. Communicate these goals and keep your team informed on the team's progress.

5. Give them the tools to succeed. No team will stay motivated if they do not have the necessary tools required to do their job. This includes; equipment, internal support, marketing materials, training, etc.

6. Manage poor performance. Your team expects you to manage individuals who do not perform to standard or contribute fully to the efforts of the team. However, many managers ignore poor performance because they are afraid of the potential conflict. Instead, they hope that the situation will resolve itself. It never does and this "blind" approach causes higher turnover, and contributes to low morale. While poor performance and conflict are seldom enjoyable to deal with, you have a responsibility to your team and the organization to manage it.

7. Lead by example. If you expect them to be motivated and enthusiastic it is critical that you behave in this manner.

8. HAVE FUN!!!!