



# Employee Rewards Guide

## 1. Increased Exposure

Employers can increase their top performer's exposure for a job well done through many channels, including recognizing top employees at company-wide meetings, or passing on a "department trophy" to a person who does outstanding work. If your star performer is uncomfortable with having their name in lights at a public event like a company-wide meeting, you can recognize their efforts in quieter ways, such as giving them a free parking space for a month, or taking them out to a nice lunch with their managers. Increased exposure, large or small, sends a positive message to the employee, but also gives their peers a chance to recognize a job well done. Consider downloading HRdownloads' [Employee Recognition Policy](#) or [Employee Recognition Nomination Form](#) to start building your own recognition program for employees.

## 2. Trust Them with New Things

We all remember when we were allowed to drive the family car by ourselves for the very first time. We felt empowered because we were given an opportunity to show how responsible we were, and it meant that our most important "bosses"—our parents—viewed us as a trusted and capable individual. It works the same way with the employee-employer relationship. An employee who has worked "under the radar," quietly behind the scenes, but has done amazing things for the organization, could be waiting for the chance to shine in other areas. Why not give these star workers additional opportunities to show off their talents? Give them a chance to work on a new project, or relay their skills and experience by having them train or present to others. Being trusted with new things is sometimes the greatest form of flattery, and it will leave a lasting impression on the working relationship.

## 3. Give the People What They Want

Increasingly, employees view their personal time as more valuable than monetary rewards. Busy working parents want those extra hours to attend their child's afternoon hockey game, or employees want a chance start their weekend a little earlier. You can build a performance recognition system that rewards productive employees with flexible work schedules, additional vacation or personal days, or telecommuting options. Extra efforts could also be rewarded by offering opportunities to come in later, or leave earlier. Try our [Flex Time Policy](#), which is a great starting point for implementing time off as a reward at your organization.

## 4. Healthy Competition

For some, competing for a big reward is a compelling incentive, so why not build this same concept into your rewards program? If your organizational budget allows it, you can support a recognition program for your employees by a holding draws for high-end prizes like electronics, luxury items, cash, or donated prizes. The draw can be based on the number of tickets employees receive for their completed projects, assignments, or shifts. When the winning tickets are drawn, your employees will see the results of their individual efforts, while still being a part of a team. It's a form of "healthy competition" among peers, and doesn't need to cost the organization a lot of money.

## 5. The Personal Touch

A personal thank-you from a boss can create a lasting impression for a hard-working employee. Recognizing someone's efforts personally is a great motivator, and feels more genuine to the employee than the boss jotting down notes for a yearly performance review. Managers can praise employees through personal thank-you notes, through e-mail, or in person. Other types of personal touches can include giving reasonably priced gift cards that are specific to the employee's interests. It's often the heartfelt things that bring praise and recognition to a higher level, and are what employees will remember when they're on their next assignment or project.

Join us on Thursday, February 23 for our webinar all about employee engagement! This webinar will be hosted by a Senior HR Advisor, and will introduce budget-friendly ways to recognize staff and improve engagement levels in your organization. Register today!

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