

Learning From Others - Award Program Ideas

Catch a Shining Star

(John Hopkins Medicine, USA)

Employees nominate one another when they are representing department values, or delivering outstanding client service. Employees are notified that they are nominated. All nominees are entered in a quarterly draw. Need: nomination form, bulletin board to post stars, prizes for quarterly draw

Bright Ideas

(John Hopkins Medicine, USA)

A program designed to acknowledge employees for their ideas on improving efficiency, customer service, safety, etc.. in the workplace. Any idea/suggestion that enhances the achievement of department values, goals and objectives. Employees submit ideas on-line or complete a form and submit it in a suggestion box located in convenient areas throughout the workplace. Ideas may be reviewed by a committee on a regular basis and winners are notified by e-mail and receive a small gift.

Above and Beyond

(City of Covina, CA, USA)

For employees who routinely provide service above and beyond what is normally expected by both the public and co-workers. The program allows supervisors and co-workers an opportunity to provide recognition for those that provide the extra bit of service and commitment to excellence. Anyone can complete the 'above and beyond' forms. Nominees are acknowledged and entered into a draw.

S.T.A.R. Toolbox (Special Thanks, Appreciation and Recognition)

(City of Grand Junction, CO, USA)

Each division is provided with a basket, bucket or box that contains thank you cards, stickers and department merchandise with logos. Any employee can pick something from the box to give to another employee. The toolbox is refreshed quarterly.

Recognize it Forward

Encourage employees to recognize coworkers and colleagues by giving a magnet away when an employee has made a positive impact on your work or work environment either through positive attitude, going beyond the call of duty, etc... Magnets in turn can be passed on to someone when you want to thank them for their contribution. Ideally, you would never accumulate a lot of magnets as you would "recognize it forward" to someone else. Magnets are intended to move throughout a division/department throughout the year.

Surprise Day

Done quarterly, where a manager brings in something for employees, to show overall appreciation for their efforts.

Catch of the Month

(University of Calgary, project emerge)

Any employee can complete a nomination form and drop it into a fish bowl placed in a convenient location in the office. The nominees are informed that they have been "caught" doing something by dropping a fish message at their workstation. Nominees are celebrated at quarterly "catch of the day" luncheons. Submissions are posted in the division's lunchroom or on a visible bulletin board.

Play Money Recognition

(University of Arizona, human resources)

Play money issued to recognize employees. Highest amount at the end of the year gets and award.

SuccessFest!

(Westfield Group & Integris Health, USA)

An annual employee recognition event is held to showcase individual department's accomplishments. The event has a carnival setting where departments host booths to highlight accomplishments – includes complimentary lunch.

Lifesavor Award for High Achievers

(Westfield Group & Integris Health, USA)

Lifesavour candies are given out with a note attached explaining the accomplishment being recognized. Can do something similar with other types of candy – i.e. Mounds chocolate bars, "Mounds of thanks" for your great work on that report!" or Smores chocolate bars, "I noticed that you did Smores than expected for that client!"

Suggestion Box / Idea Program

Containers are placed in various work locations and suggestion/idea ballots are created for employees to complete. Employees are encouraged to make suggestions that would create greater efficiencies or contribute to department priorities. If a suggestion is adopted, the employee may be recognized at a quarterly event, or simply through an e-mail or newsletter

Intranet Recognition / Newsletter Recognition

Use existing communication tools to inform employees about service milestones, job moves, or to recognize employees for attaining industry certifications, completing courses, promotions, or for reaching project milestones.

Colorful Post-It Notes:

Hand out an assortment of brightly coloured post-its for staff to use to write quick messages of acknowledgement, appreciation, gratitude, etc. and stick on colleagues doors for all to see.

Travelling Stars

(Regional Municipality of Niagara, ON)

Have a limited number of traveling stars (6-12), depending on the size of your department or work unit. Employees pass stars from person to person, or office to office to recognize staff on a daily basis for an action, or maybe an attitude.

REved Up Campaign

(City of Seattle, WA, USA)

Departments use recognition "road shows" to get employees out in the field "REved" up about recognition.

Peer to Peer Program

Carter Ryley Thomas Public Relations & Marketing Counsel (Virginia, USA)

Each employee gets 12 slips with which to nominate colleagues who contribute to the company's twelve core values. Employees are encouraged to nominate anyone in the company, including regional offices. At special meetings employees present the slips to their colleague in the presence of others and all nominations are posted on a bulletin board and in the company newsletter.

Bravograms

Fairmont Hotels

This program allows employees and guests to nominate staff for outstanding behaviour ranging from assisting a fellow employee with a project that may not be their responsibility to wowing a customer with their service. Each nomination becomes eligible for further recognition as “star of the month”, “star of the quarter”, or “star of the year”.