



WAYS TO RECOGNIZE YOUR MEMBERS

(and in the process MOTIVATE them too!)

*Let them lead! Keep them informed. Ensure proper and adequate resources. Provide clear direction and defined goals. Strive methodically to serve your members and your customers...not yourself. Offer workshops and team building activities. Be accessible! Be positive; project a positive vision. Recommend win-win solutions; help to overcome obstacles; let them do it a different way. Be enthusiastic, energetic, dependable, respectful, honest and trustworthy – be a role model! Give responsibility, feedback, and cooperation. **Your behavior, words and actions let members know they are being recognized as very important.***

The suggestions below are certainly not all-inclusive. Ways to recognize members are restricted only by the limits of your creativity. This is a responsibility that is really fun, so let your imagination loose.

1. Start every flotilla and staff meeting with compliments on contributions and achievements. Look them in the eye. Explain specifically what they did well. Tell what the results are. Give them a great big “Thank You” (a **LEG** up). (Keep notes on achievements and honors – recognize members timely.)
2. Start a perpetual plaque for *Member of the Month*
 - a. Define criteria and publicize; form a committee to determine the recipients.
3. Award Certificates of Appreciation – at least one each meeting
4. Write an article for the flotilla/division newsletter telling about a member’s contribution(s)
5. Mail a hand written thank you note. Send a post card- very special in this electronic age.
6. Send a personal e-mail; copy the spouse/parent/child; copy all the other members.
7. Send a personal FAX!
8. Ask member to come to the front of the room at a meeting. Say Thank You and tell about the contribution.
9. Recognize members in another flotilla by visiting their flotilla meeting or speaking at the division meeting.
10. Give a gift certificate/small trophy/ribbon/coin/mug/caps/recognition button/play money/kazoo or something inexpensive or handmade - a medal/star/eagle/key/coin.
11. Give a t-shirt with a star/eagle on it.
12. Post contribution on your website.
13. Call to thank him/her.
14. Invite member to division meeting to present/talk about contribution.
15. Invite member to a special “outing” – coffee, planning meeting, city council, local event, etc.
16. Post picture and contribution on an easel at meeting.
17. Get some plain white t-shirts & permanent markers. For each meeting write a success/draw a success picture (serious or humorous) on a t-shirt(s) and present at the beginning of the meeting.. Have them wear it for the meeting.
18. Be an active listener - Listen to and promote their ideas giving them credit.
19. Ask for their input and involve them in decision-making.



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20. Encourage enhanced competencies through training, coaching and special assignments
21. Spend time with officers and members individually.
22. Remember to recognize consistent steady performers.
23. Use progress reviews/projects nearing completion to express appreciation.
24. Ask members for recommendations on who deserves recognition.
25. Publicize creativity and innovation.
26. Keep a posted list of successes like milestones along the year. Put them on the website calendar.
27. Have an invited weekly coffee group (vary invitees to ensure sooner or later all members are invited), talk about a contribution(s) of each attendee (even if it is something small).
28. Ensure everyone has a way to contribute, such as:
 - a. Hand out literature at boat ramps
 - b. Assist an officer
 - c. Bring refreshments
 - d. Set up/clean up room/PA booth
 - e. Greet members at the door
 - f. Call members who missed the event/meeting
 - g. Send get-well cards/make get-well calls
 - h. Call prospective members to ensure they know about meeting/event
 - i. Take materials for PA/safety booth
 - j. Give the invocation
 - k. Lead the pledge of allegiance
 - l. Be a helper at PE class/Sea Partners visit
29. Send a regular (wkly, semi-monthly, monthly) e-mail to DCDR/VCDR/other FCs/VFCs about your members who have excelled.
30. Give “thumbs up” and “high fives”.
31. Conduct a flotilla survey and ask members how they want to be recognized. Have them write their 1st three choices on a piece of paper at a flotilla meeting, and collect them. Implement what you learn – be certain not to ignore. Keep a list, and refer to it when wanting to recognize different members.
32. Recognize:
 - a. Perfect attendance
 - b. Exceeding expectations
 - c. Volunteering for a tough assignment
 - d. Helping others to meet their goals
 - e. Always being positive, smiling, being enthusiastic
 - f. Submitting a cost-saving/time-saving idea
 - g. Completion of a training course/certification – be certain to tell all the requirements, time and effort that it took to achieve
 - h. *Middle Stars* – the people who may not be super achievers, but keep everything going.



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33. Make a list of all the people who work with you. Identify the last time you gave each of them any recognition...and for what. Bring it current.
34. When verbally recognizing someone, be specific (ensure you are being accurate and Let someone represent the group at an important event, with the public, with the Coast Guard, at a Division meeting, etc.
35. Give a bouquet of balloons.
36. Compliment by asking them to be teachers and/or mentors.
37. Give a standing ovation!
38. Keep a supply of *THANKS FOR A JOB WELL DONE* cards and pass them out.
39. Pin a big gold star on their shirt with “Super Job” on it.
40. Contact a distributor and order candy bars with customized wrappers that say “Thanks for going above and beyond.”
41. Establish a recognition newsletter – paper or electronic – that is distributed periodically on a regular basis. Include your identified members and what they did. Ask all members to submit their identified people who deserve recognition.
42. Send/Distribute a form “What Do You Think?” “Your Opinions are Valuable.....You are Valuable!” Use their suggestions and give him/her/them credit/recognition.
43. Take pictures, take pictures, take pictures – post, publish, send by e-mail, give to Historian, distribute in all ways. Put on COW tables, awards tables, etc. Multiply the moment! Have the photo enlarged, frame it, and give it to the person.
44. Give a book on the Coast Guard such as:

Title	Author	Publisher	Date	Estimated Price
US Coast Guard Training Center at Cape May	Joseph E. Salvatore & Joan Berkey	Arcadia Publishing	10DEC2012	\$15
Rescue Warriors: The U.S. Coast Guard, America’s Forgotten Heroes	David Helvarg		12May2009	\$10.50
Navigation Rules	U.S. Coast Guard		08MAR2012	\$8.00
The Coast Guard	TomBeard & Walter Cronkite		28SEP2010	\$35.00
Coast Guard Action in Vietnam: Stores of Those Who Served	Paul C. Scotti		01JAN2010	\$16.00
US Coast Guard in WWII	Alejandro de Quesada & Stephen Walk	Elite	20APR2010	\$19.00
The Coast Guardsman’s Manual	George E.Krietemeyer		2000	\$24.00
A Coast Guardsman’s Hisotyrof the U.S. Coast Guard	C. Douglas Kroll		15OCT2010	
United States Coast Guard	Jack David	Torque Books: Armed Forces	01FEB2008	\$16.00
Not Your Father’s Coast Guard: The Untold Story of U.S. Coast Guard Special Forces	Matthew Mitchell & Adm.Paul A. Yost		16NOV2009	\$17.00



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45. Post; publish, give to new members an *EXPERTS!* List
46. Name something in their honor – a chair, a room, an event, an award, a clock, a gavel, etc.
47. Compile a scrapbook.
48. Frame a picture – have everyone sign the mat around the picture.
49. Subscribe to a magazine from their choice of 2-3 selected and relevant ones.
50. Have a recognition box filled with playing cards, sticky notes, happy-face stickers, gum, mints, tootsie roll pops, highlighters, pens, note cards. Encourage members to go to the box themselves, and use contents to recognize fellow members.
51. Establish a “Wall of Fame” or “Eagles”. Post pictures, copies of certificates, thank you notes, newspaper clippings, whatever seems appropriate.
52. Create a “Pass-Along/ Move it Forward” awardtrophy, gizmo, ball, stuffed Coastie, that has meaning for the flotilla. Establish criteria. Must be passed to another deserving person at the next Flotilla meeting.
53. Get them Coast Guard Auxiliary business cards
54. Give a \$2.00 bill available at banks today – an uncommon denomination for recognizing uncommon performance
55. Declare a *Positive Feedback* flotilla meeting- have everyone tell something positive about the person sitting next to them on the right.
56. Have a large poster of a medal printed and laminated. Put it in a common area and add the names and achievement of members you want to recognize.
57. Install a ship’s bell to be rung in celebration of individual or group achievements. Anyone can ring the bell – which is everyone’s cue to assemble, hear the good news, and celebrate!