

## Employee Recognition

Recognizing employees through various recognition programs is a fantastic investment. Being appreciated is a basic human feeling and reaps great rewards. Praise and recognition are essential to an outstanding workplace and its employees. Through our Employee Recognition workshop your participants will recognize the value of implementing even the smallest of plans. The cost of employee recognition is very minimal in relation to the benefits that will be experienced. Employee recognition programs have been shown to increase productivity, employee loyalty, and increased safety.

### Course Outline

- The Many Types Of Recognition Programs
- Designing Employee Recognition Programs
- How To Get The Buzz Out About Your Program
- It Starts From The Top!
- Creating A Culture Of Recognition
- The Best Things In Life Are Free!
- A Small Gesture Goes A Long Way
- Pulling Out The Red Carpet
- The Don'ts Of Employee Recognition
- Maintaining Employee Recognition Programs

### Prerequisites

The candidate must have completed or be in the process of completing a high school or secondary school diploma or similar educational standards.

### Training methods

- Interactive facilitator lead learning
- Class activities
- Group discussions and case studies
- Practical sessions
- Question and answer sessions
- E-learning
- Role-plays
- Self-assessment tools

### Learning outcomes

Upon the completion of this Course, the learner will be able to:

- Assess the type of Employee Recognition Program(s) a company needs
- Train leadership to recognize their employees
- Know when and where recognition is needed
- Construct a culture of recognition
- Maintain an effective Employee Recognition Program

### Course Duration

The standard duration of this course is 12 contact hours.

### Approvals & Accreditation

- Ministry of Labour, Kingdom of Bahrain
- HABC
- ILM

### Who Should Attend

Middle to high level staff such as:

- Mentors
- Trainers
- HR Professionals
- Employees

For more information please feel free to contact:

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