

# Celebrate Accomplishment

To celebrate means to honor or demonstrate satisfaction. By celebrating the contributions and achievements of individuals and teams, facilitative leaders foster pride, self-esteem and commitment.



# Self Assessment: How Often Do You Celebrate?

How frequently do you acknowledge others for the following behaviors and accomplishments?

	Rarely	Sometimes	Often
• Achieving individual work objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Being a collaborative team member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Taking risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Assisting others in achieving goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Completing assigned tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Responding effectively to the needs and expectations of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Taking initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Attending to the needs of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Consistent, dependable performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Coming up with ideas for continuous quality improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Exceeding expectations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Add up your check marks using these numerical equivalents:

Rarely = -1  
 Sometimes = 0  
 Often = 1

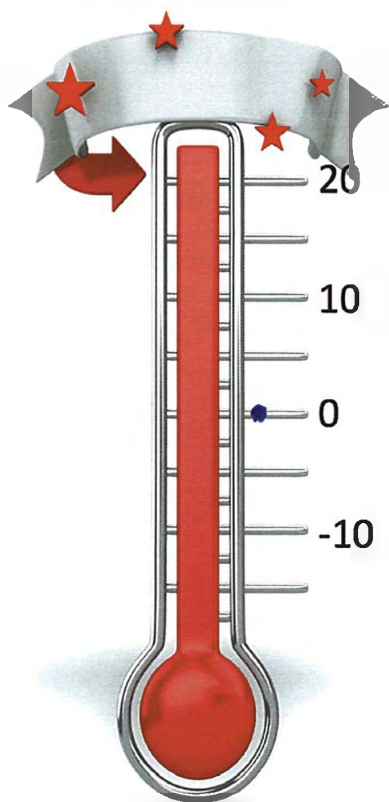
_____	_____	_____
_____ +	_____ +	_____

Add the totals from each category.

Total Score = \_\_\_\_\_

# Celebration Guide

**Instructions:** Plot your score on the “Celebration Gauge” below.



As a leader, how well do you use the practice “Celebrate Accomplishment” to build pride, self-esteem and commitment?



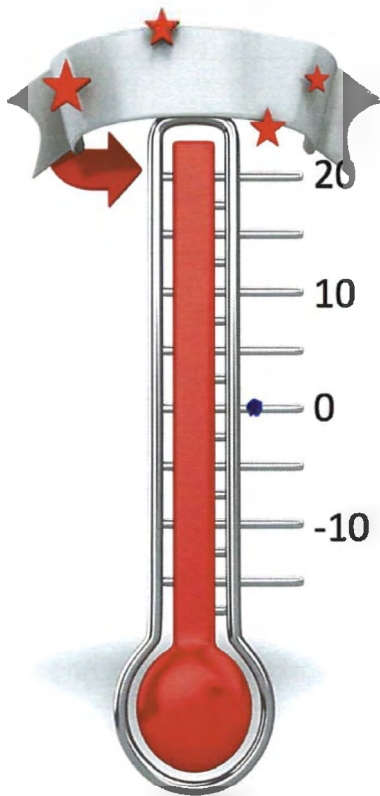
**What makes it difficult to celebrate accomplishments more often?**

Remembering all of them. Scheduling time to celebrate.

# Celebration Guide

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**Instructions:** Plot your score on the “Celebration Gauge” below.



As a leader, how well do you use the practice “Celebrate Accomplishment” to build pride, self-esteem and commitment?



**What makes it difficult to celebrate accomplishments more often?**

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# Celebrate Accomplishment: What Makes It Work?

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*Authentic celebration is a matter of intention and attention.*

## **The *intention* of the leader is...**

- To convey appreciation and value
- To build others' confidence
- To foster a safe, supportive environment
- To model the behavior for others to emulate

## **The *attention* of the leader is on...**

- Having celebration be an ongoing activity in your team or organization
- Things that people do that deserve acknowledgement
- Finding out and using awards (symbolic or concrete) that people value
- Acknowledging small successes as well as large

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*“The deepest need in all human beings is the need to be appreciated.”*

-- William James



# Rewards

*Rewards are things offered or given on the basis of merit, service or attainment. When using rewards to acknowledge accomplishment and reinforce desired behavior, facilitative leaders should apply the following guidelines.*



## 1. The reward criteria are clear and well-communicated.

The criteria for giving a reward are explicit, tied to specific behaviors or results, and understood by potential recipients.

## 2. The reward matches the achievement.

Simple and informal rewards are appropriate for small, positive efforts. Larger or more elaborate rewards should be given when the team or individual has produced a significant, positive impact across one or more elements of success: results, processes, or relationships.

## 3. The reward is meaningful to the person receiving it.

Rewards work best if they are meaningful to the recipient. What is meaningful to the leader may not be meaningful to the team member. Therefore, it is a good idea to ask individuals what sort of reward would be significant to them.

### EXAMPLES OF REWARDS

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Letters of Thanks and Appreciation</li><li>• Public Acknowledgment (either written or verbal)</li><li>• Plaques</li><li>• Gift Certificates</li><li>• Food</li><li>• Special Parking</li></ul> | <ul style="list-style-type: none"><li>• Time Off</li><li>• Pat-on-the-Back</li><li>• _____</li><li>• _____</li><li>• _____</li><li>• _____</li><li>• _____</li></ul> |
|--|--|

# Celebrate Accomplishments

Connect, Reflect and Summarize