

## One Minute Skill Building Series

### Center for Student Involvement Resource Center

#### Motivation

About your work:

No one else is forcing you to do your work. You've decided to take it on. Don't waste your energy in hostility toward others. Accept and live with your own decisions.

Start early. The sooner you start, the sooner you'll be free to do other activities, the less worry you'll experience, the more time you'll have to recover from mistakes and wrong directions.

Expect a certain amount of tension. Use that tension as energy to get yourself moving.

Different people have different styles of working. For example, some people need competition to do their best, while others work better at their own pace. Respect your work style and arrange the conditions you need to do well.

If you have a long, hard task, make it as comfortable for you as possible. Do it in short bits (but stay with it), do it wearing comfortable clothes, among friends, in familiar surroundings, with whatever you need to keep your spirits up while you work at it.

Pure, unadulterated motivation is rare (most of the time); you just have to keep plugging away.

If necessary, pause every now and then to remind yourself why you have chosen to take on certain work and what you expect to get out of it. Give yourself a pep talk.

Completed tasks keep interest and motivation at a higher level. Try to complete a task or accomplish a sub-goal before you quit for the day.

Adapted from Suffolk County Community College

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#### Ten Ways of Increasing Your Chances of Motivating Others and Building Trust

1. Provide low threat situations and listen to others
2. Give inexperienced members simple tasks at first and pair them with experienced people
3. Look for non-verbal signals—"hear what I'm not saying"
4. Remember and use people's first names
5. Involve members in setting goals both personal and organizational
6. Divide projects into manageable parts before asking for volunteers
7. Get a sense of what people want from you and the organization
8. Involve members in your business and the business of the organization to increase "ownership"
9. Encourage cooperation and teamwork. Reward positive contributions regardless of size.
10. Be informal and personable. Get your hands 'dirty' once in a while; while keeping perspective of the "big picture".

Adapted from Suffolk County Community College, from "Lead On" by L. G. Lawson, F.D. Donant, and J.D. Lawson