Student Employee Recognition

Recognition is an important way to express appreciation for the valuable work student employees provide. There are a variety of ways in which a supervisor may recognize student employees for little or no cost. The following are some ideas that can help you recognize your student employees in a special way.

Please remember that departmental funds may not be used to pay for gifts, meals, gift certificates, or other items with an associated cost.

Easy & Fun Ideas

- **Treat Day** - full-time staff bring in treats/lunch for student employees.
- **Food** - reward students for a job well done with a treat of their choosing.
- **Take pictures** - post employee pictures and list what wonderful things they do for your department.
- Have your staff wear special name tags honoring student employees (STUDENT EMPLOYEES ARE GREAT EMPLOYEES – WE APPRECIATE OUR STUDENT EMPLOYEES)
- Buy low cost, blank certificates and make up silly awards for students: best telephone voice, best web-surfer, etc.
- **Bright Ideas** - spray paint a light bulb gold, screw it into a jar and make a label around the jar naming who is receiving the “Bright Idea” award.
- Take your student employees to lunch or order in pizza.
- **Good Egg Award** - buy plastic Easter Eggs, fill with goodies and give out with “Good Egg” certificates. List what the student did to deserve this award.
- **Handwritten thank you notes on cards** sent to on-campus P.O. boxes.
- **Bake cakes** for student employees on their birthdays.
- Create "Kudos" certificates attached to a Kudos candy bar.
- Give stickers to all employees and ask them to hand them out when they see someone doing a good job.
- **Traveling trophy** - each recipient hands it off to the next recipient.
- Develop a token system to earn points for items.
- **Surprise incentive** - put a reward somewhere in a project that requires persistence (filing) to surprise the student.
Cool Freebies

- **Pat on the Back** - Draw an outline of your hand on a piece of paper. Photocopy enough copies for all students in your office. On each hand write a note that tells the student why they deserve a “Pat on the Back”.
- **Decorate an office bulletin board** or the office door in recognition of your students.
- **Chalk the sidewalk** in front of your office saying “thanks” to your student employees.
- **Verbally thank students** for their contribution to your department.
- **"You Rock" award** - print “You Rock” on a rock and present it to someone when they do a good job. Encourage the student to present it to another member of the staff when they observe someone doing a good job.
- Develop a **peer recognition program** (e.g. employee of the month/week - other students can give input or feedback) and place on a tag board or poster for public recognition.
- **Promote students to higher level positions** in your department.
- Ask students what motivates them and implement a **recognition program that is based on individual preferences**.
- **Ask students to share their expertise with other student employees** by offering a training session.
- **Offer to be a mentor** for student employees.
- **Provide flexible scheduling and a choice of projects** for student employees that have proven themselves in your department.
- **Acknowledge personal achievements** in a group.
- **Provide letters of recommendation** for students who do well in your department.

Utilize the Internet

- **Blue Mountain Greeting Cards:** [http://www.bluemountain.com](http://www.bluemountain.com)
- **EGreetings:** [http://www.egreetings.com](http://www.egreetings.com)
- **Wow Greetings:** [http://www.wowgreetings.com](http://www.wowgreetings.com)