

The logo features the text 'T.O.M.' in a large, bold, white sans-serif font, centered within a thick, dark purple circular arc. Below this, the word 'AWARDS' is written in a smaller, white, spaced-out sans-serif font, following the curve of the circle. The background is a dark purple gradient with a pattern of fine, light purple dots forming concentric circles.

**T.O.M.**

AWARDS

October 2019

# Strategic Plan Focus Area

**Progress and Innovation-** Foster an open atmosphere that embraces change, creativity, innovation and calculated risk.

Principle Statement 1- We will explore bold ideas and incorporate best practices to create a foundation for visionary community leadership.

- Encourage, reward and facilitate innovative ideas



# Encourage and Reward

The Town has created a rewards and recognition program called **T.O.M. Awards** to encourage, reward and facilitate innovative ideas.

- Encourages and rewards attitudes and actions that embrace our Cultural Values- **what we value, expect and reward**
  - **D**edicated **S**ervice, **T**eam **W**ork, **R**espect, **E**ngaged **I**nnovation
- Multiple avenues to reward and recognize





# Cultural Value Award

# Cultural Value Award

Recognizes a single event or situation demonstrating excellence through one of the Cultural Values.

- On the spot moments of recognition
- Nominations submitted via seamless doc form
- Nominations reviewed bi-weekly
- Recipients choose one of four reward options



# Cultural Value Award

## Cultural Value Award Choices

- Town Merchandise (items with the Town logo)
- \$30 Voucher for Town apparel (shirts/jackets)
- Cultural Value Coin
- Cultural Value Wooden Cube



# Cultural Value Coins





# Innovation and Exemplary Performance Award



# Innovation and Exemplary Performance Award

Recognizes continuous above and beyond performance or innovative ideas that embody an organization of excellence.

- Nominations submitted by department via seamless doc form
  - Due by last day of each quarter- March, June, September, December



# Innovation and Exemplary Performance Award

- Nominations reviewed and approved by committee and Town Manager quarterly
- Recipient chooses one of two reward choices
- Recipients will be recognized at their staff meeting



# Innovation and Exemplary Performance Award

## Innovation and Exemplary Performance Award Choices

- Monetary award of \$250
- Time off award of 8 hours MTO



# TOM Awards Nomination

Choose one:

- Cultural Value Award
- Innovation and Exemplary Performance Award

I would like to nominate:

First Name

Last Name

Department

This nomination form is submitted by:

First Name

Last Name

Employee excellence contributes to the overall mission of the Town. Please indicate the demonstrated excellence from the following categories:

- DEDICATED SERVICE - Nominee consistently produces work of high quality and provides outstanding service. The nominee invests oneself in the job and exhibits a high level of commitment; often makes personal sacrifices in order to get the job done or to handle a temporary increase in workload.
- RESPECT - Nominee treats everyone in our community like family with respect and dignity. Nominees exemplifies and lives our Culture Values.
- TEAMWORK - Nominee enhances cooperation, morale, and teamwork; displays courtesy, diplomacy, and flexibility; and is responsive to others in all interactions.
- INNOVATION & LEADERSHIP - Nominee displays a willingness to try and to offer new and creative ideas that improve the Town's functions or enhances our services. Nominee is a good problem solver, is resourceful, and is a good steward of Town resources. Nominee consistently provides effective and sensitive leadership through knowledge, example, and attitude and works well under pressure.

Please describe the event or situation to be recognized by the Cultural Value Award or describe examples of "above and beyond call of duty" and/or innovative behaviors, actions, and processes for the and Innovation and Exemplary Performance Award.





# Cheers for Peers

# Cheers for Peers

Peers recognize each other for attitudes and behaviors which exemplify the Cultural Values.

- On the spot recognition
- Peer to peer
- No nomination form




# Cheers for Peers

Observe behaviors and actions which embrace the Cultural Values.

1. Indicate Cultural Value observed
2. Write an encouraging note
3. Share with your peer




1. Indicate the Cultural Value you've observed.  \_\_\_\_\_

2. Cheer on your colleague with an encouraging note.  \_\_\_\_\_

3. Share this note with your colleague!  \_\_\_\_\_

 \_\_\_\_\_





# Service Years Milestone Recognition



# Service Years Milestone Recognition

An employee's tenure at the Town of Marana is important to the culture and vision we are building.



# Service Years Milestone Recognition

Each year employees with 5 year service milestones will be recognized.

- Recognition breakfast hosted annually in Sept/Oct
- Employee and department head invited
- 5 year milestone Service Pins awarded



# Service Years Milestone Pins



# Service Years Milestone Recognition

## First Year Rollout

- All employees with a 5 year milestone in 2019 will be invited to this year's breakfast
- Appropriate five year milestone pin for 2019 will be presented

Note: All active employees will be caught up with missed service year pins for milestones achieved prior to program rollout.



# Rewards and Recognition

T.O.M Awards is a rewards and recognition program; it does not replace our employee appreciation events/program.

We are always open to feedback and ideas to engage in innovative ways of rewarding and recognizing employees.



QUESTIONS?

