

# Wisconsin Park & Recreation Association

## Career Center Tips: **Staff Training Tips**



- \* Move them around to different locations.
- \* Involve a training component.
- \* Pre-assign staff to be part of the training. Staff member will research a topic and report or bring in an outside speaker.
- \* Play "jeopardy" at a first staff meeting. Create topics and questions that pertain to each department's responsibilities.
- \* Staff visitations/exchanges with other agencies (get to PARPRO, NEWPRO, PARR3 or SEPRC Meetings)
- \* Book reports -- buy books like In Search of Excellence, management styles of Attila the Hun, etc; each staff person reports on a chapter each meeting.
- \* Eeyore and Eagle awards -- each person comes to the meeting with an eeyore (jackass) example -- what they did in the last week they could have done better. Eagle awards is the reverse -- what they did that was great. Staff votes and the winner gets to keep on their desk an Eeyore stuffed animal or a 'Success' eagle statue.
- \* Staff members are pre-assigned (well in advance) to do a 2 - 5 min. presentation on one of 6 topics: Trend watcher, customer service coach, technical tipster, benefits guru and meeting planner czar. Bring in materials researched as it relates to the topic.
- \* Have a scavenger hunt. Listed items or questions about their marketing promo's or website releases that staff members should be able to locate or answer.
- \* Ask everyone to provide a new idea either for a product, program or for a more efficient process. Staff vote and if idea is successfully implemented the person will get a prize.