California Public Service Recognition Week – Possible Activities

Monday
- Tweet/Re-Tweet potential Governor’s Commemorative Message
  - Share through department-wide email, as well
- Photo Booth:
  - Years of Service photos – encourage employees to take pictures with signs that say “1 Year of Service,” “5-Years of service,” “10-Years of Service,” in increments of 5 up to “Over 40 Years of Service”!
  - Print departmental Core Values and photograph employees holding them
    ▪ Share photos throughout the week
    ▪ Use department logo and PSRW Logos on signage
    ▪ Promote it in the office lobby/break room – available for a monitored period of time each day

Tuesday
- Department Director & Executive meet and greet
  - Host a meet and greet in the lobby for a publicized half an hour
  - Photograph the executive team engaging employees
  - If possible, provide light refreshments
  - Encourage your Agency Secretary to visit their departments’ headquarters

Wednesday
- Spirit Day
  - Encourage employees to wear department t-shirts/polos/pins/hats or create their own
  - OR have staff celebrate California by wearing California related clothes
  - Cubicle decoration contest. Showcase, photograph and share the best decorated cubes on the intranet
- Field Office Celebrations – have field offices submit a photo of staff to share, like a “Hello from Riverside!” or a field office celebration photo

Thursday
- Thankful Thursday – photograph thank you cards being given by supervisors to employees
- Food drive day
  - Reach out to the local food bank for needs and encourage employees to bring in food for the food bank
  - Many food banks struggle with donations outside of the fall/winter holidays
    ▪ Can be made competitive between divisions

Friday
- Friday Pot Luck
  - Encourage teams or divisions to host a potluck the Friday of Public Service Recognition Week
- Display “Pics of the Week” on social media
  - Push #PSRWCA