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Organizational Motivation Theories

Motivation is a critical factor in an organization that drives the employees towards the achievement of their life goals. Motivation also helps the employees to extend their dreams and also in the accomplishment of the organization goals. There are motivation theories that are used in an organization that determine the performance of the employees for better results (Lunenburg pp. 1-6). The three motivation theories used in the organization are the “Maslow’s Hierarchy of needs theory” which focuses on the needs based on most important, the two-factor theory by Herzberg and Alderfer’s ERG theory.

**Maslow’s Hierarchy Theory**

The job that I would select depending on these three motivation theories would be the full-time clerical assistant hat has adequate pay and normal benefits. Based on Maslow’s Hierarchy of needs motivation theory, the job provides the basic needs like shelter food and water that are classified by psychological needs by the theory (Lunenburg pp. 1-6). Safety and security are ensured since as an employee, one is guaranteed the security of income and benefits hence the motivation to work as a clerical assistant. The other category of this theory is belongingness and love in which the job is favorable and guarantees one relationship with the team members hence being motivated. Self-actualization is the other factor of the theory in which the job will provide an opportunity for the realization of the potentials and abilities on administrative tasks that are learned in college education.

**Alderfer’s ERG Theory**

The other motivation theory that I would consider in the selection of the full-time job of administrative assistance is Alderfer’s ERG motivation theory that shows existence needs, relatedness needs, and growth needs. According to Alderfer, the existing theories are the basic material necessities (Lunenburg pp. 1-6), and the clerical job provides the salary and benefits that will ensure that the basic needs are available. Relatedness is used to show love and belongingness in which an individual feels the need for relating to peers and superiors in the organization. This motivation theory helps individuals to strive towards achieving the best for self-esteem, and the job will help in building self-confidence. The task of clerical assistant offers development and personal growth, and hence the factor of growth needs as highlighted by Alderfer.

**Two Factor Theories**

The third theory that is considered in the choice of the clerical assistant is the two-factor theory by Frederick Herzberg. The first factor that is identified by this theory is the hygiene factor that includes working conditions, the security of the job and salary safety. The salary offered in the job is secured and has benefits that provide a hygienic workplace according to and hence the selection of clerical assistant job. The poor working environment affects the results of the organization since the worker is not satisfied (Lunenburg pp. 1-6). The other factor that would be used to consider the choice of the clerical assistant is the motivators used by the organization to ensure employee satisfaction. These motivators may include advancement and growth, interesting work and recognition. The job of clerical assistant provides an opportunity for personal growth from completing the course in college, and hence selection would be the best choice. Also, recognition is offered through the average benefits provided by the administrative and therefore clerical assistant job would be an excellent choice.

The managers of the organization who are focused on achieving the goals of the organization should consider the application of the theories. These theories show the needs of the employees that should be considered to ensure that the objectives are achieved. Working conditions, the providence of basic needs, personal growth and development, secured salaries are some of the requirements that should be considered. These needs enhance the satisfaction of employees and ensure that the business achieves the best results. On the other hand, the ones seeking jobs should consider these factors before accepting the offer given by management.

Work Cited

Lunenburg, Fred C. "Goal-setting theory of motivation." *International journal of management, business, and administration* 15.1 (2011): 1-6.