



Delegating As a Leadership Strategy

A leader's guide to optimizing team capacity

2-hour Delivery Format

Overview:

All too often employees are delegated a task and sadly they fail. What's wrong with them? Quite often, absolutely nothing. In many cases the disconnect lies with the leader who did not delegate the task properly. Effective delegation is a skill which requires careful planning, patience, solid coaching and communication skills. It also requires a clear understanding of *what* to delegate, *when* to delegate, and *how* to delegate in a way that maximizes employee productivity and performance. Good delegation saves you time, develops your people, and motivates. In this highly interactive workshop, participants explore proven tools and processes that help to optimize team capacity through the use of effective delegation strategies.

Core Contents:

- Creating a Context – The Business Case for Delegating
- Seeing Beyond Your Common Barriers
- Exploring the 6 Levels of Delegating
- Building an Effective Delegation Framework
- Assessing Your Current Capacity – *Leadership Delegation Inventory*
- Ensuring Clarity, Understand and Accountability
- Overcoming Obstacles
- Applying What You've Learned

Learning Objectives:

- Create a clear understanding of the delegating *value proposition*
- Explore a range of self-imposed barriers that limit delegation success
- Examine the core levels / stages of the delegating continuum
- Build clarity around the *what, when, who* and *how* of effective delegation
- Expand awareness of delegation strengths and potential development opportunities
- Build a framework for increasing mutual understanding and task ownership
- Provide viable solutions to routine obstacles
- Build a framework for increasing delegation success