

3: Delegate to Motivate



Why Attend?

One secret to your success is NOT 'what you can do', but identifying and delegating to the 'right people' 'Smart people' know what they don't know! Successful delegation frees time, shares learning and knowledge, motivates staff, leverages firm resources and positively impacts bottom line results.

Who Should Attend?

Anyone with leadership and people management responsibility whether 'C' level, senior, mid-level or emerging talent.

Objectives

This workshop equips participants with the skills to:

- ❖ Allows time for bigger picture perspective
- ❖ Increases focus on areas requiring more attention
- ❖ Strengthens staff trust and personal relationships
- ❖ Develops talent for future roles, succession, increased responsibilities
- ❖ Leverages staff competencies increasing productivity
- ❖ Enhances knowledge, learning, professional growth

Learning Highlights

Delegation Basics

- Understand exactly what is delegation
- Why people don't delegate and consequences
- Benefits of delegation to staff
- Brain reaction to delegation and how to move from negative to positive

Delegate What? To Who? How?

- Learn what can and cannot be delegated
- Identify, adapt to others thinking to connect
- How to identify the right individuals
- Match task to right person based on behavioral patterns
- Develop trust, credibility and strong relationship
- Right way to design structure, plan, responsibilities
- Collaborative approach empowering without micromanaging, controlling
- Set practical, reasonable expectations



Guarantee Success

- How to do periodic check-ins without de-motivating delegates
- How to provide appropriate guidance, support and feedback