

Effective Delegation



4 Hour Course

WHO:

- All Staff

TALENTREALITY101.COM

DESCRIPTION:

The art of delegation is an effective means of developing employees and a key to organizational prosperity. Assigning authority while retaining accountability is key to maximizing resources and advancing business strategy.

This program is designed to provide managers with the knowledge and skills necessary to apply delegation strategies, and engage and develop employees

This is an active learning course with interactive exercises and applied experiences.

OBJECTIVE:

Participants will be able to:

- Define Delegation
- Assess current level of delegation skills
- Identify the benefits of powerful delegation strategies
- Identify personal barriers to delegation
- Determine what to and not to delegate
- Define responsibility, authority, and accountability
- Plan and conduct a delegation meeting
- Identify the 4-steps to effective delegation



OUTCOME:

- Enhanced ability to delegate tasks
- Delegate and retain accountability
- Optimal time usage
- Employee empowerment
- Employee engagement

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Email for more information