



Delegating for Growth

Course objectives

Successful completion of this course will increase your knowledge and ability to:

- ✓ Recognize delegation as a tool for employee growth (not just as a way to lighten your own workload)
- ✓ Prepare yourself to delegate effectively
- ✓ Assess your employees to determine their delegation needs
- ✓ Match employees and projects appropriately
- ✓ Identify barriers to delegation and overcome them
- ✓ Apply the steps to delegating effectively
- ✓ Handle mistakes, missteps and failures as learning opportunities