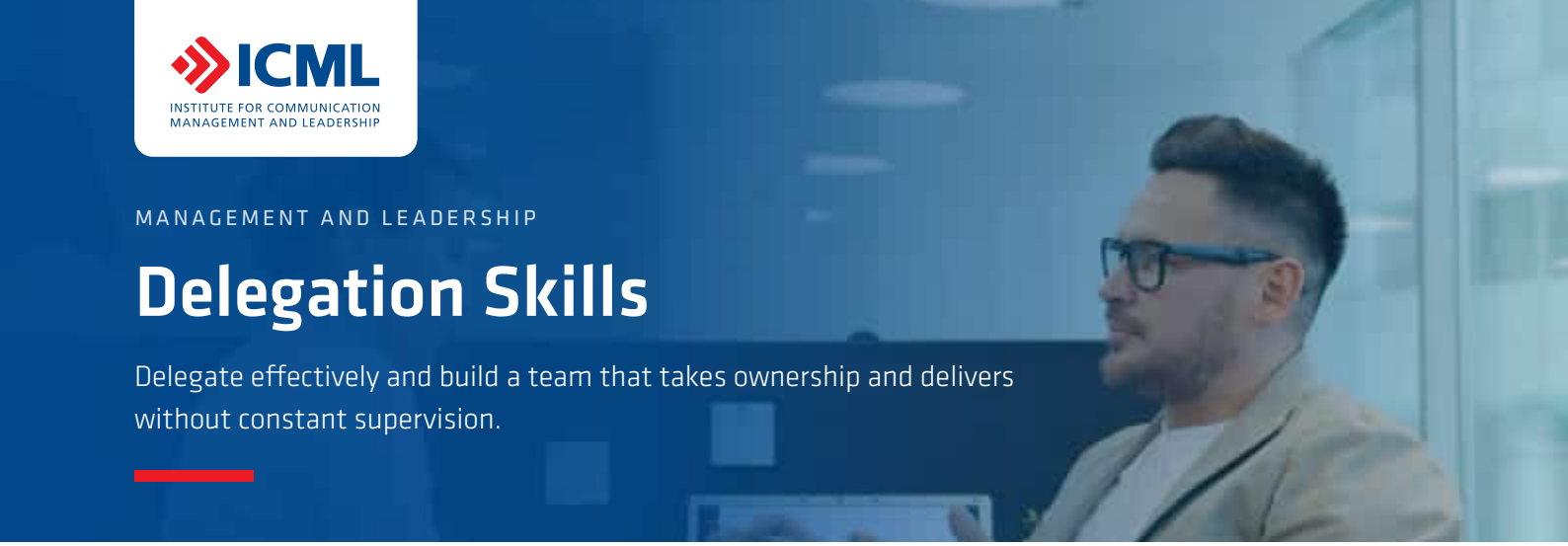
ICML
INSTITUTE FOR COMMUNICATION MANAGEMENT AND LEADERSHIP



MANAGEMENT AND LEADERSHIP

Delegation Skills

Delegate effectively and build a team that takes ownership and delivers without constant supervision.

WHO IT'S FOR

Managers and team leaders who hold on to work their team could own.

DURATION

1 day, or tailored to your needs

FORMAT

On-site: we come to you, virtual or hybrid.

PARTICIPANTS WILL DEVELOP THE SKILLS TO

- Choose which work to delegate, and to whom
- Brief people clearly so they know what good looks like
- Agree accountability and check progress without hovering
- Use delegation to build people's skills and confidence
- Coach people to solve problems and decide for themselves
- Manage your own workload and free time for higher-value work

ABOUT THIS PROGRAM

The manager is still doing the report, and the team is waiting to be told what to do next. Our delegation training gives managers a practical way to hand work over: choose the right tasks and the right person, brief them clearly, agree accountability and check in without taking the work back. Participants learn to delegate for development, coach people towards independence and set boundaries on their own load. The team takes ownership and delivers without constant supervision, and managers free their time for higher-value work.

Tailored to your organisation

We build in the kinds of work your managers really delegate, your reporting lines, approval points and workload pressures, so participants practise with handovers they need to make.

> "Loved Mechelle's presentation and facilitating style – this course was excellent!"
>
> Hub Australia – Ryan

Talk to us about this program

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Enquire online