

An introduction to delegation

This course enables you to delegate tasks confidently and effectively, boosting team performance while staying in control without micromanaging.

Course content

Throughout this course, you will learn the meaning of delegation and how to delegate with high output. The course covers:

- Why delegation is important
- Fear of delegation
- How to delegate effectively
- Delegating the right tasks to the right people
- Keeping control without micromanaging

Learning objectives

- Explain the importance of delegation and recognise common barriers, including fear of letting go.
- Identify which tasks to delegate and match them to the right people.
- Apply simple strategies to delegate effectively while maintaining oversight without micromanaging.



Approximately 30 mins (self-paced)



For line managers



Enquire for prices



Optional extra: Post eLearning workshop
Enquire for prices