

The secrets of skilled delegation

This course enables you to delegate with clarity and confidence, empowering others while maintaining accountability and focus on high-value work.

Course content

Throughout this course, you will learn all about delegation and how to delegate effectively. The course covers:

- The importance of delegation
- Why people don't delegate
- What and how to delegate
- Delegating the right tasks to the right people
- Keeping control without micromanaging

Learning objectives

- Understand the value of delegation and identify common reasons why people avoid it.
- Assess what to delegate and how to delegate tasks clearly and effectively.
- Develop strategies to delegate to the right people while maintaining accountability without micromanaging.



Approximately 60 mins (self-paced)



For line managers



Enquire for prices



Optional extra: Post eLearning workshop
Enquire for prices