



INSPIRED TIPS

THE ART OF DELEGATING

Effective delegation is the key to achieving your goals and objectives through others. Mastery of this skill will enable you to grow in your role while increasing the skills and experience of your staff.

To beat "thrashing" completely, choose to make this process part of your regular monthly schedule. For best results, set aside a day at the end of each month and follow these steps. In this way you will effectively plan the workload of your team for the month to come.

The benefits of this process are immense. You will notice an immediate increase in your own productivity and that of your team. In addition, because your team and your boss are now clear about priorities, team relationships will also improve.

Best of luck!
