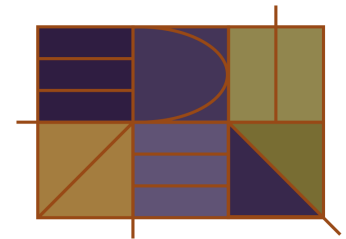




Mastering the Art of Business through Leadership Development



EDIZEN

Workshop **Delegating: The Skill of Exceptional Managers**

Summary Delegation is one of the most frequently cited skills used by exceptional managers. Shifting roles from being a hands-on, proficient employee to being an effective, delegating manager can be difficult – but not insurmountable. In today’s workplace, managers must be able to maximize the knowledge and experience of others to get results. Effective delegation helps build teams, leverage talent, and sustain employee commitment and motivation. The principals, practice, and skill framework of this dynamic workshop will enable participants to utilize the power of delegation and increase their effectiveness.

Format Full day or two half day sessions

Target Audience Middle and upper level managers

- Topics Covered and Learning Objectives**
- Defining what delegation means
 - Understanding why managers avoid delegating
 - Learning the five steps of delegation
 - Balancing “people” and “technical” skills while delegating
 - Assessing personal style and delegation
 - Managing time by delegating
 - Understanding the misconceptions about delegating
 - Delegating for development
 - Understanding when delegating goes wrong
 - Conducting the delegation conversation

Leadership Development programs from Edizen are designed to motivate participants to take the steps necessary to improve their leadership style in ever changing work environments.

Contact Edizen today

to learn more about how we can help you and your organization meet your goals.

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