



Organizing and Delegating

Objectives:

By the end of this workshop, participants will be able to:

- Identify the benefits of delegating
- Recognize signs of poor delegation
- Evaluate what you should delegate
- Apply the steps of the delegation cycle to a work situation



Summary

Peter Drucker defines management as accomplishing things through others. In order to do that, you must learn to delegate. **Organizing and Delegating** teaches supervisors to implement a cycle that makes the delegation meaningful.

The course includes instruction on what to delegate and what not to delegate, group activities that encourage participants to find opportunities to organize and delegate effectively, and delegation scenarios and case studies to discuss best practices.