

7 Ways To Delegate Work

What Next?

Action:

Step 1

Write down all of your staff members or peers who you delegate work to

Step 4

Select one action for each member of staff and do it!

Step 2

Write down what type of work you can delegate to each

Step 3

Go down the list of the work types and for each, write down which one of the 7 steps could you use based on their experience and skills level

