

## DELEGATION FULL DAY

### COURSE OVERVIEW

Delegation can be one of the most difficult managerial tasks and being confident that we can find the right person to do the job can sometimes seem more hassle than it's worth.

This one day course will give you the confidence and knowledge to delegate tasks without losing control. You will gain an understanding of when to delegate and how to choose the best person for the task.

### CONTENT

- Introduction to Delegation
- Understanding the definition of Delegation and Delegate
- Identify what can be delegated
- Establishing the advantages vs disadvantages
- Six levels of delegation
- Breaking down the barriers to delegation



### COSTS

Per Person: N/A

Per Group: £1000.00

\*Maximum 10 delegates per group. 20% discount applied if Core HR subscriber.

Training available at your premises or off-site at our bespoke training facility in Rochdale.