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DELEGATE = to entrust (a task or responsibility) to another person, typically one who is less senior than oneself.

synonyms: assign, entrust, give, pass on, hand on/over, turn over, consign, devolve, depute, transfer.

This is a topic my business coach Dan Sullivan teaches frequently. I thought it might be helpful to share a few insights with you from a recent coaching session.

5 Steps of Effective Delegation:

- 1. Delegate to the right person.**
- 2. Specify the result you want.**
- 3. Establish the time frame.**
- 4. Determine their level of authority.**
- 5. Track progress and be available.**

An effective leader will delegate tasks in a way that allows members of his or her team to really grow, while an ineffective leader will micromanage, have unrealistic expectations, or simply will not have the trust in their team to delegate anything.

I've made plenty of mistakes in my 17-year business career by delegating ineffectively or in trying to do everything myself...but this is an area I feel we have significantly improved on as a team!

Hope this is valuable to you.

If you'd like to delegate a portion of your financial management duties and get a professional financial checkup, you may schedule a brief Goals Conversation® with our team by visiting our [website](#) today - no cost or obligation involved. You may also click [HERE](#) for our google reviews.

