



MTD Quick Tips

A Delegation Exercise For You

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During our travels we come across a lot of stressed out managers!

But the funny thing is, is that a lot of that stress is brought upon themselves because they do not delegate more of their work to their team for fear of letting go.

Do you find it hard to "let go?"

If you do, the first step is to list all of the tasks that you currently do and against each task mark down:

WHETHER YOU MUST DO THIS TASK YOURSELF?

WHETHER IT IS A VITAL TASK THAT MUST BE DONE CORRECTLY?

WHETHER YOU LIKE DOING THE TASK OR NOT?

WHETHER THE TASK ACTUALLY NEEDS TO BE DONE?

WHETHER YOU COULD REALLY DELEGATE THIS TASK?

Then, imagine that you were leaving next week for a month!

Ohh dreams!

Based upon your answers above:

1. Who among your team could take care of elements of your job?
2. What authority and preparation would the person selected need?
3. How good a job would the person do?

Then, pretend you are not going on holiday and give them the work anyway!

Ahhhh!

Until the next time, take care of yourself

Live, love and laugh

Sean

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About Sean McPheat



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Founder and MD of international management development firm MTD Training, Sean McPheat is widely regarded as a leading authority on modern day management and leadership.

Sean is a bestselling author, and has been recognised for his own business building skills through the **British Business Awards** and has been featured in the **Who's Who Of Britain's Business Elite**.

He has been a regular judge for the UK's Young Enterprise Programme but was not as horrible as Simon Cowell (well almost!)

Sean has been featured on **CNN International, the BBC, SKY, ITV, The Guardian, Forbes, Arena Magazine, Marketing Weekly, Business Zone, Winning Edge** and radio stations such as BBC WM and LBC (London's Big Conversation).

Sean has over **250 media credits** to his name and his weekly email tips go out to over **60,000 people** interested in management and development strategies.

Sean is also a **much sought after media figure and motivational speaker** on all topics related to management, HR, business improvement and entrepreneurialism.

