



THE ALTERNATIVE BOARD®
Achieve Success with Peer Advice and Coaching

DELEGATION principles...

Almost all TAB members (or small business owners) attempt to transfer responsibility to managers and subordinates. It is always difficult to let go and very often, the owner IS still the best person for the job.

In reality however, without delegation the business remains stuck and the owner cannot take on more critical strategic tasks. This issue is not as black and white as it may seem. An owner does not have to give up the running of the business entirely. Very importantly, experience has proven that proper delegation is the very best way to train people.

There are several options and you can move from one level to the next, as the person exceeds or maintains, depending on his/her highest level of competence.

Optional Levels of Letting Go / Delegating

1. You gather data for me and I'll decide and act.
2. You gather data, present the pros and cons and I'll decide and act.
3. You gather data, come up with a recommended plan, and I'll decide and act.
4. You gather data, decide on the plan, I'll OK it first, you act.
5. You gather data, do everything, and let me know how it went.
6. Here's the problem/task, you handle it all, and nothing is needed from me.