



The Magic “D”

The Leadership Skill of Delegation

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The Magic of Delegation

- Gives You Time and Energy to Do More Important Tasks
- Empowers Your Council Membership
- Encourages Creativity and Innovation
- It is Crucial for Your Own Improvement
- It is Important for Leadership Succession

Delegation

- **Good Leaders are Good Delegators**
- **Delegation** means **getting others** to do things.
- **Q:** What two benefits does a Grand Knight receive when they delegate to another knight something that they were going to do?
- **Possible Answers:** Involvement of the knight, Time to focus on inspiring and motivating others

What is Delegation?

- **Delegation** is the assignment of responsibility or authority to another person to carry out specific activities. It is one of the core concepts of leadership.
- However, the person who delegated the work remains **accountable** for the outcome of the delegated work

Why Delegate?

- **Delegation** empowers members to make decisions, it is a shift of decision-making authority from the Grand Knight to his staff and to his Membership
- **Delegation** frees up time for a leader to accomplish the things that only he can do! (Motivate, Inspire & Setting a Charitable Direction for the Council, etc.)

Importance of Using Your Staff

- Not only can you **not** do everything yourself, but trying to will cause you to be **LESS** in control of your council!
- Delegation of responsibilities and authority **trains** your council officers to become future Grand Knights!
- Using the opinions and viewpoints of your staff will allow you to make **Better Decisions!**
- Delegation also **saves you time** so you can **lead** your council to charity vs. manage every detail of running the Council.

Delegation

- Which of these two approaches do you think works better? A or B
 - A. During the Business Meeting, say to all members**
"If anyone would like to volunteer to be the chair of this project let me know after the Business Meeting"
 - B. One on one before or after the Business Meeting,**
GK: *"John, could you help me with something?"*
John: " Sure, how can I help?"
GK: *"I really need a person like you to either Chair or Co-Chair with another member this project. As a special favor to me and our Council, would you do the best you can helping get this project off the ground?"*

The How To

- Make list of tasks and responsibilities you wish to delegate
- Assign each task with two possible men from your Council
- Schedule time with your first choice and ask them could they help you and the Council
- Set Expectations
 - What to Accomplish
 - Date to Accomplish
- Follow up with one on one conversations with each delegation

Delegation

- Should be face to face
- Focused on one person at a time
- Specific to a single task or involvement
- Must set expectation and result
- Requires follow thru

The Benefits of Delegation

- Better Officer Progression – Builds better leaders
- More involved officers & members – Helps with Retention
- Time to focus on where the Council is heading
- Do More in less time and effort – Helps with Recruitment
- It makes your job so much easier and enjoyable!

Thanks for Listening!