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CHARACTERISTICS AND TRAITS OF A SUCCESSFUL DELEGATOR

TO be a successful delegator, requires a lot of key characteristics and traits. Many young managers emulate certain practices based on what their bosses did. If they had effective experienced bosses, it is good but what if you never had a good boss. Hence, it is good if we view what do leaders do in the holistic context of delegation.



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Here are the traits that professional leaders do:

- 01 They listen intently to their team.
- 02 They inspire trust and help team to overcome obstacles to move forward.
- 03 They are quite clear on the team expectations and communication.
- 04 They train, grow and trust their employees to do their jobs with little supervision. They don't micromanage.
- 05 They welcome and are appreciative of new ideas.
- 06 They inspire, boost and encourage their team and regard them as one team.
- 07 They raise important issues to top management to be dealt with,

even though it sometimes can be uncomfortable. They walk the talk and do what is right especially when it can be most challenging on sensitive ones

- 08 They are grateful, supportive and recognize their team individually and as a group.
- 09 They motivate their team to raise their individual bars of success.
- 10 They hire people with different competencies and skill sets to strengthen the team.
- 11 They coach employees rather than reprimand staff when setbacks occur.
- 12 They build a high performance team to meet the key goals

Empowerment is a key area today that is closely linked to delegation. There are several steps

to successfully empowering staff. The problem is that most managers only do one or two of them, and then, when a task isn't completed to their satisfaction, complain that their employees aren't good enough to get the job done.

The following are key pointers, which you need to know if you are a newly promoted manager who has never delegated before, on important delegation challenges:

- What is effective delegation: advantages and pitfalls
- What are the conditions to delegate?
- What tasks to delegate and to whom and when?
- Communication skills that facilitate delegating
- How to set limits and monitor your authority?
- Delegation as a technique for motivation and coaching of employees
- Recognize the dimensions of personal empowerment
- Identify your barriers to taking the initiative
- Explore the use of language for personal empowerment

- Develop a personal work mission statement
- Complete a personal action plan

Finally, delegation is very fulfilling and it grows your employee and team to new heights, when you do it effectively. It also allows you to be seen as a manager who can be released for other key positions or promotions.



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