

Leadership & Management Development



3.4 Delegating for Shared Success

The programmes within this Management and Leadership pillar are not “off-the-shelf” courses. They are designed as a menu of development options that can be combined, adapted and shaped to reflect what is really happening in the day-to-day reality of managing people and performance. What is often framed as a need to “upskill managers” typically reveals a deeper challenge – clarity of role, consistency of behaviour, confidence in decision-making or the ability to lead through uncertainty.

These outlines are therefore best read as catalysts for discussion – prompts to help you reflect on how management is currently experienced across your organisation and what kind of development will genuinely change how people lead, support and hold others to account. In practice, the most effective solutions often draw on complementary elements from across our other pillars – Communication, Personal Development, Business Development and Senior-Level Leadership and Talent Development. Every intervention we deliver is built in partnership with you, around your culture, your people and the outcomes you need to achieve.

Course Overview

Delegation is a key leadership capability that strengthens performance, motivation and shared ownership across a team. This practical one-day programme equips participants with the confidence and techniques required to delegate effectively while maintaining high standards and accountability.

Delegates will learn how to choose the right tasks to delegate, communicate expectations clearly and support successful completion, enabling both team development and operational efficiency.

Who Should Attend

Suitable for:

- Managers, supervisors and team leaders
- Individuals taking on greater leadership responsibility
- Those wanting to strengthen team collaboration and capability

Relevant for new and experienced leaders looking to achieve results through others.

Context

Delegation is more than distributing tasks. It is a leadership behaviour that communicates trust, builds capability and frees time for strategic priorities. When delegation is avoided or poorly structured, leaders become overloaded and teams do not grow.

At Expleo we help leaders delegate with confidence and clarity, ensuring people have the support and ownership they need to succeed. This programme strengthens the behaviours that enable shared accountability and a more engaged, capable workforce.

How Certification is Earned

Upon successful completion of this course, participants will be awarded a certificate of attendance from Expleo Academy.

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Course Objectives

By the end of this programme participants will be able to:

- Recognise the role of delegation in leadership and team development
- Identify tasks suitable for delegation based on priority and complexity
- Select appropriate team members and provide clear direction
- Support delegated work through coaching, guidance and resources
- Monitor progress and provide constructive feedback
- Encourage accountability and shared success across the team

Course Outline

1. The Leadership Value of Delegation

- Why delegation matters
- Overcoming hesitation and common misconceptions

2. Selecting the Right Tasks to Delegate

- Prioritisation and suitability
- Matching skills and development needs to opportunities

3. Communicating Expectations Clearly

- Clarity of outcomes, quality standards and timelines
- Encouraging questions and mutual understanding

4. Providing Support and Resources

- Coaching techniques that build capability
- Ensuring access to information and tools required

5. Accountability and Progress Monitoring

- Maintaining visibility without micromanaging
- Providing timely feedback and support

6. Sustaining Delegation Success

- Encouraging shared problem-solving
- Reinforcing ownership and recognition of progress

Training Methodology

A practical and interactive approach including:

- Scenario-based skill practice
- Group problem-solving
- Facilitator insights and feedback
- Reflective application to real workplace situations

Participants will leave able to delegate more confidently and develop a culture where teams take ownership of success.

Contact

Patricia McGuire

Director Expleo Academy

Expleo Technology Ireland Ltd

M. +353 (0)87 235 5902

W. expleoacademy.com

pat.mcguire@expleogroup.com

academy-uki@expleogroup.com