

Delegation Checklist

Session 6



Make sure the person knows exactly what is expected of them.

Describe clearly the end result but let them decide how to do it.

Inform appropriate people about who is responsible for specific duties.

Agree an interim review process if needed.

Support and encourage the person to handle problems associated with their role.

Debriefing session afterward including lessons learned and thanks expressed.

To be led more by Jesus, to lead more like Jesus, to lead more to Jesus