



From Lisa Lanier, Executive Coach and Founder/CEO

April 2, 2024

# Just Three Things

Three things for *you* for *your* leadership journey

Something to **Know**  
Something to **Do**  
Something to **Share**



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**Delegation matters. For you and for those around you.** So why don't we do more of it? This issue takes a new lens to delegating (with some great resources), and gives you first access to my next free workshop: "*Difficult Conversations: Stop Procrastinating and Start Talking.*"

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## #1 Something to Know:

### Delegation isn't something to feel guilty about

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We know why we should delegate...It's not just about freeing up time, it's about unlocking growth opportunities for others. So why don't we do more of it?

Sound familiar? "*It's faster to do it myself. I'm the only one who can do it right. Everyone is so swamped, I feel guilty asking them to do anything more.*"

**But here's the kicker:** strategic delegation amplifies our own impact and creates the opportunity for others to thrive. Below are three ideas to help you delegate more effectively.

#### First: Why delegating matters

1. **Capacity:** *allows you to achieve more in less time*
2. **Capability:** *develops skills, builds confidence, and empowers others*
3. **Creates value:** *frees you up to focus on your highest priorities*

Consider this: if you don't delegate, what's not getting done?

#### Second: Use a simple framework

1. **What and Whom:** Audit your "to do" list ruthlessly. Identify *what* tasks are ripe for delegation ([see this great article by Jenny Black](#)) and *who* could do them better than you

or *who* wants a challenge/development opportunity. Resist the temptation to tell yourself "they don't have time to do this."

2. **How:** Set the stage for success by clearly articulating the goals (the "why"), providing essential information, and empowering them to own the outcome. Resist the urge to micromanage the process.
3. **Check-in:** Support their growth with regular check-ins, feedback, and coaching as needed. Most importantly, help them review their own priorities so they can embrace this opportunity, rather than protecting them from it.

### Third: Assess the impact.

Empowering and trusting team members to take on new challenges fosters engagement, builds loyalty to you and the organization, and can just make your day feel a little bit better! That's a win-win!

**Now, here's your challenge: What 3 things will you delegate this week?**

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## #2 Something to Do

Sign up for this **FREE** workshop on [April 23](#)

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### New Workshop: "Difficult Conversations: Stop Procrastinating and Start Talking"

[Register](#)

Did you know that a staggering **70%** of employees shy away from having difficult discussions?

*You know--the conversation that's been looming over your head with a colleague, the feedback you've been meaning to share with your employee, or the talk you've been avoiding with your boss for several weeks.*

**If you've found yourself putting off** these difficult discussions, it's time to make a change. Join me for an interactive and free workshop on **Tuesday, April 23 at 4:00pm CST** where we will dive into:

- *Defining your Desired Outcome: What does success look like?*
- *Exploring Barriers: What's holding you back from taking action?*
- *Navigating the Conversation: Practical strategies and approaches*

Don't miss out. Register today and share with a friend or colleague. Hope to see you there!



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### #3 Something to Share:

#### What I'm learning about Delegation

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##### **HBR: Stop feeling guilty about delegating**

Since guilt is usually the #1 reason to not delegate, [this is a great roadmap](#) to reframe your thinking.



##### **The 6 Benefits of delegation and why most leaders don't**

[This insightful article from David Grossman](#) outlines the process with examples and how-to's.



##### **HBR: How to decide which tasks to delegate**

[This short, wonderful guide](#) gives you the "6 Ts" of what to delegate. Love it! Do it! Do it now!



**Learn More:** If you'd like to learn more about working with me or my coaching programs for leaders, teams, or organizations, please:

- [Email](#) me or reach out on [LinkedIn](#)
- Visit my [website](#)
- Schedule [a 45 minute \(free\) Discovery Call](#) with me.

**Let's talk about you!**

*Lisa Lanier, Executive Coach and Founder/CEO*

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