



Delegation and distributed leadership

How a manager chooses to delegate work - using either a task-based or trust-based approach - can have a significant impact on how their team performs and develops. Both approaches have their place, and the decision on which to use is often driven by personal leadership style and a team's capabilities.

While task-based delegation can lead to disengagement, trust-based delegation can empower team members, help them develop their skills, and build their confidence. By encouraging initiative and accountability, trust-based delegation can also lead to improved performance and better outcomes. Knowing how and when to use either approach is a challenging - but important - managerial consideration.

Description

This course is designed to help any civil servant with line management responsibilities develop the skills and confidence required to delegate effectively, particularly when leading distributed (fully remote) teams. It explores the benefits of trust-based delegation and how it can lead to greater team productivity, efficiency and resilience, improved employee engagement and personal development.

What does it involve?

The course begins with a self-assessment exercise in which you consider how your confidence, risk tolerance and behaviour have shaped your current delegation style. This is followed by a short animation that explores the difference between task-based and trust-based delegation and the clear benefits of the latter.

A subsequent 30-minute online tutorial introduces the foundations of trust-based delegation. You'll examine the importance of psychological safety, inclusivity and strong working relationships in creating the right conditions for effective delegation. You'll be introduced to practical steps for delegating effectively, including

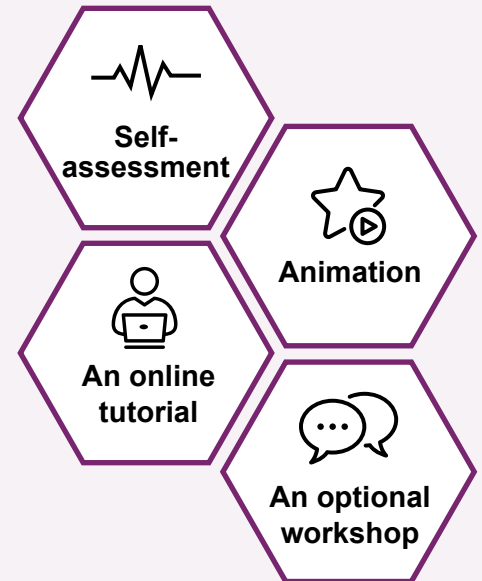
how to motivate and engage team members and how to set boundaries. You'll also learn how, by using a coaching approach, delegation can become an opportunity to accelerate a team member's growth and development.

To build on what you learn in the tutorial, you can choose to join a half-day workshop. This is an opportunity to take part in various delegation-related activities, experimenting with different techniques and exploring how you'll now approach delegation within a range of team situations.

What's the outcome?

Having completed this course, you'll be able to recognise and apply the guiding principles of trust-based delegation. You will understand how to create the right conditions within your team to enable delegation to take place, delegate tasks effectively and provide the right level of support to team members. You will be equipped to use delegation to build capability, strengthen confidence and improve overall team performance.

Learning activities



Delivery method:



Estimated learning time:

1 hour 13 minutes (with optional 3 hour workshop)

How to book

learn.civilservice.gov.uk

0203 640 7985

support@governmentcampus.co.uk