

CHRIS  LOCURTO

5 Ways You Fake Delegate

(And How To Do It For Real)



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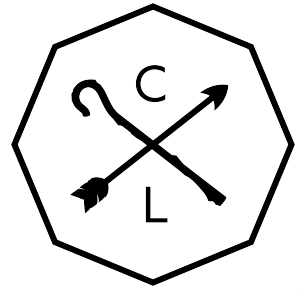
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Intro



No matter if you started your business, bought it, or you're the next generation owner, you probably never dreamed that leading people could be so dang hard. Now, sure, you've delegated work. But ask yourself these questions:

- 1. Is the work I've delegated being done right? Do I even know?**
 - 2. Have I delegated everything I need to?**
 - 3. Do I have a "healthy delegation mindset"? (What the heck is that?)**
-

We created this guide to challenge how you think about delegation, discover if you fake it or not, and give you 5 simple steps to dramatically change how you delegate. By embracing these principles, you'll not only free up your time but also enable your team to flourish, building a stronger, more resilient business. Remember, successful delegation isn't just about task management; it's about leadership, growth, and cultivating a team that's equipped and ready to take on challenges.



Has anyone ever told you this?

- “Just hire good people and get out of their way.”

If you ran with that advice, you’ve probably watched good people waste time on silly things. You’ve freaked out over decisions someone made. You’ve been shocked at the way someone did something because you assumed they knew what they were doing. You’ve probably even said things like “I wished I’d never hired them to start with.” To top it all, you’ve wasted a lot of time and money. This may be where you and your team are today!

Popular advice like “get out of their way,” “just trust your team”, and “always be the expert” will have you fake delegating every time. It’s time to get real.

Fake Out #1:

The Communication Black Hole

Ever heard of the RonCo slogan, "Set it and forget it"? (I may be showing my age.) Well, that might work for kitchen gadgets, but not when delegating tasks in your business. You can't just assign a task and expect your team to 'ding' when they're done. This approach, my friends, is the first fake out of delegation – not communicating everything.

Picture this: You've got a brilliant idea. You pass it to your team with a couple of sentences, expecting them to read your mind. Fast forward a month, and you're asking, "How's that coming along? Is it done?" But all you get are blank stares. Sound familiar?

Here's the real problem with being super light on information. It's like handing someone a jigsaw puzzle without the picture on the box. How can they piece it together? Some team members crave details. They need the who, what, when, where, and why to even start. Without these, they're left guessing – and that's a recipe for disaster.

Then there's the issue of clarity. If you're unclear about how things are done or what the end result should look like, how can you expect your team to deliver what you want? It's like going on a road trip without a map or destination. Sure, the journey might be fun, but you'll probably never get where you want to go.

Remember, delegation isn't just about offloading tasks; it's about empowering your team. It involves clear communication, setting expectations, and being available for questions. Don't fall into the trap of 'fake delegation' by leaving your team in the dark. Keep the lines of communication open, and you'll see how effectively your team can shine when they truly understand their mission.

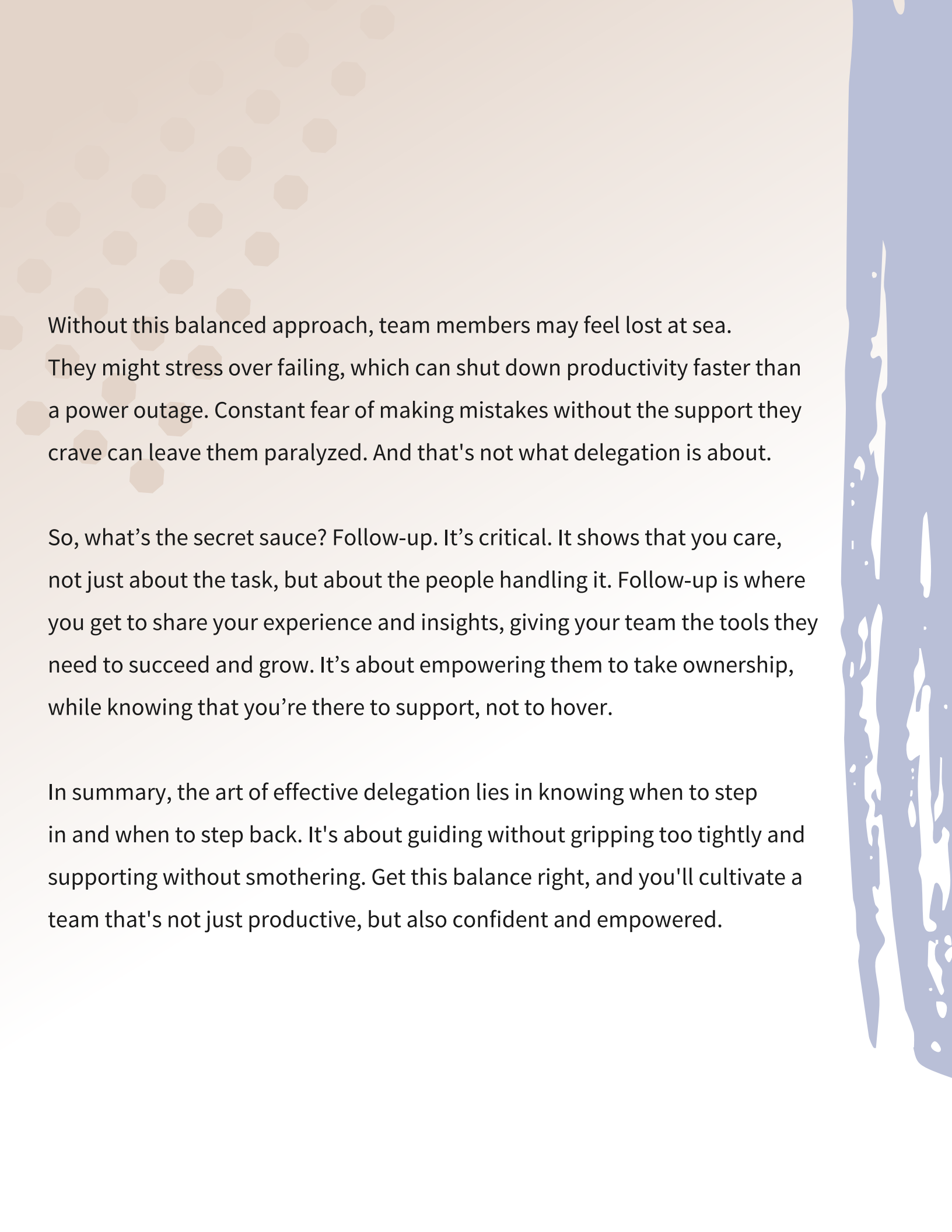
Fake Out #2:

The Micromanagement Maze

Navigating the fine line between helpful supervision and overbearing micromanagement can feel like walking through a maze – one wrong turn and you're lost. This is our second fake out in delegation: micromanaging, but in a bad way.

Think about it. When you micromanage every little detail, it's like holding a magnifying glass over your team's work. It's exhausting for you and suffocating for them. But there's a twist. While no one likes a boss who breathes down their neck, people do need and often want your guidance and insights. The trick? It's all about the approach.

The good kind of 'micromanaging' isn't really micromanaging at all. It's about being a supportive leader. This means checking in to see if your team has questions, needs resources, or a bit of direction. It's about spot-checking work, not to criticize, but to guide and help refine. It's offering a safety net, not a straitjacket.



Without this balanced approach, team members may feel lost at sea. They might stress over failing, which can shut down productivity faster than a power outage. Constant fear of making mistakes without the support they crave can leave them paralyzed. And that's not what delegation is about.

So, what's the secret sauce? Follow-up. It's critical. It shows that you care, not just about the task, but about the people handling it. Follow-up is where you get to share your experience and insights, giving your team the tools they need to succeed and grow. It's about empowering them to take ownership, while knowing that you're there to support, not to hover.

In summary, the art of effective delegation lies in knowing when to step in and when to step back. It's about guiding without gripping too tightly and supporting without smothering. Get this balance right, and you'll cultivate a team that's not just productive, but also confident and empowered.

Fake Out #3:

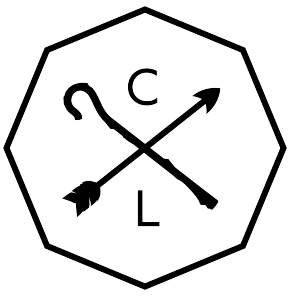
The Bottleneck Boss Syndrome

Welcome to the third faux pas of delegation: transforming into the 'Bottleneck Boss.' This is where small business owners unintentionally become the single checkpoint for every decision, big or small, leading to a clogged workflow and frustrated team.

Imagine this: you're at the center of your business universe. Every decision orbits around you. You find yourself swamped with emails, phone calls, and decisions that your team could handle. But here's the catch – they can't. Why? Because they don't have the authority. They're stuck waiting for your nod on even the smallest matters. Sound familiar?

Here's the downside of being the all-controlling hub. While it might feel reassuring to have your hand in every pie, it's unsustainable. You end up doing tasks others should be handling, your inbox becomes a nightmare, and your phone is a constant distraction. It's like trying to juggle with too many balls in the air – eventually, something's going to drop.

What's worse, your team feels powerless. Imagine being in their shoes, skilled and capable, yet unable to make even minor decisions without your approval. It's like being a driver with no control over the steering wheel. Frustrating, right?



The key to breaking free from the Bottleneck Boss trap is trust. Trust your team to make decisions. Empower them with some level of autonomy. It's about delegating not just tasks, but authority too. This doesn't mean you abandon oversight, but rather, you shift from being the doer to being the guide.

Remember, your role as a leader isn't to be the end-all and be-all, but to create an environment where decisions can be made efficiently, and your team can flourish without constant check-ins. By stepping back, you allow your business to step forward. It's about building a team that's confident in making decisions, freeing you up to focus on growth and strategy, not just day-to-day operations.

In essence, avoid becoming the Bottleneck Boss. Give your team wings to fly, and watch your business soar to new heights of efficiency and success.

Fake Out #4:

The Self-Doubt Spiral

In the fourth installment of our delegation pitfalls, we encounter a subtle yet detrimental issue: causing your team to doubt their abilities. It's a scenario where you, as the business owner, hover like a drone, questioning "Is it done yet?" on repeat, and scrutinizing every tiny detail. Sure, you're passionate and meticulous – every penny on payroll counts, and you want it well spent. But there's a thin line between careful management and becoming a bottleneck of self-doubt for your team.

Picture this: You delegate a task, but instead of stepping back, you're there, always lurking in the background. You nitpick, fuss over details, and maybe even redo work because it's not 'just so.' It's understandable – your business is your brainchild, and perfectionism isn't just a trait, it's your armor. But here's the twist – this approach can be kryptonite to your team's confidence.



When you're constantly on their case, it's not just the task that's under scrutiny – it's their competence, their autonomy, their very sense of self-worth in the workplace. It leads to a team walking on eggshells, second-guessing themselves, and eventually, a cycle of dependence on you for validation. That's not delegation; that's creating a workforce that's constantly looking over its shoulder.

The crux of effective delegation is not just assigning tasks, but also empowering your team to execute them in their own way. Your method might work for you, but it's not the universal key. Part of effective delegation involves discussing different approaches, understanding that diversity in problem-solving can lead to innovative solutions. It's about giving them the right tools, guidance, and then stepping back to let them shine.

Remember, the goal is to build a team that's confident, independent, and capable. Hover less, trust more, and embrace a variety of approaches. This way, you're not just completing tasks, you're cultivating a strong, self-reliant team that's geared for success.

Fake Out #5:

The Silent Overload Cycle

The fifth and perhaps the most introspective fake out in delegation is 'The Silent Overload Cycle.' This isn't just about actions; it's about the mindset – a concoction of assumptions, fears, guilt, and a relentless need for control that leads to a destructive pattern in delegation.

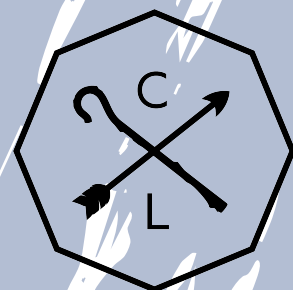
Imagine this: You delegate a task, but inside, there's a storm of doubts. Assumptions whisper that it won't be done right. Fear chimes in, worrying about the repercussions of a task gone awry. Guilt about not doing it yourself lurks in the shadows, and the need to control plays a constant, nagging tune. This mental soundtrack leads to one outcome – you end up taking the task back, silently shouldering the load.

But here's the kicker: You say nothing. No feedback, no communication, no hint of accountability. It's a silent cycle, where tasks are assigned, reclaimed, and completed in isolation. This not only breeds inefficiency but also a culture of confusion and disempowerment. Your team never learns, never grows, because they're unaware of the missed mark or the reason behind your intervention.

The irony? In trying to maintain control, you're actually spiraling into chaos – overloaded, overwhelmed, and burning out. And your team? They're left in the dark, robbed of the opportunity to step up and take responsibility.

Breaking this cycle starts with confronting your internal narrative. Challenge your assumptions, address your fears, and understand that your worth isn't tied to doing everything yourself. Embrace open communication and clear expectations. Accountability is a two-way street – it's about holding others responsible and being transparent about your own actions and decisions.

Remember, effective delegation isn't just about assigning tasks; it's about letting go, trusting your team, and being open to the outcomes. It's a journey from silent overload to collaborative growth, both for you and your team.



Real Delegation Decoded: Unmasking the Real Deal

- 1. "Clarity is King":** Combat the 'Communication Black Hole' by being explicit in your instructions. Share the complete picture – the what, why, and how. Remember, leaving room for interpretation often leaves room for error. Encourage questions and provide detailed explanations. Clear communication is the cornerstone of effective delegation.
- 2. "Balance, Not Hover":** Address the 'Micromanagement Maze' by finding the sweet spot between oversight and over-involvement. Regularly check in, offer support, and guide your team, but resist the urge to take over. Empower them to make decisions and own their tasks. This builds confidence and fosters independence.
- 3. "Empower, Don't Impede":** Avoid being the 'Bottleneck Boss' by decentralizing decision-making. Trust your team with the authority to make smaller decisions. This speeds up processes and develops their problem-solving skills, turning potential bottlenecks into gateways of efficiency.



4. "Cultivate Confidence": Tackle the 'Self-Doubt Spiral' by affirming your team's abilities. Offer constructive feedback instead of criticism, and celebrate their successes. A confident team is a capable team. Provide training and resources where needed, and trust their methods, even if they differ from yours.

5. "Break the Silent Cycle": Overcome the 'Silent Overload Cycle' with transparent communication and accountability. If a task isn't completed as expected, discuss it openly rather than silently taking it back. This promotes a culture of learning and responsibility.

In summary, true delegation is an art form that balances trust, communication, empowerment, and accountability. By mastering these elements, you transform from a solo player to a symphonic conductor, orchestrating your team's talents towards harmonious success.

Real Delegation Cheat Sheet

Clarity is King

- ⊗ Be explicit in instructions; include the what, why, and how.
- ⊗ Encourage and answer questions for full understanding.
- ⊗ Provide detailed explanations to avoid misinterpretations.

Balance, Not Hover

- ⊗ Schedule regular check-ins, not constant surveillance.
- ⊗ Offer support and guidance without taking over tasks.
- ⊗ Allow team members to make decisions and own their tasks.

Empower, Don't Impede

- ⊗ Decentralize decision-making to prevent bottlenecks.
- ⊗ Trust your team with authority for smaller decisions.
- ⊗ Encourage independent problem-solving.

Cultivate Confidence

- ⊗ Provide constructive feedback and celebrate successes.
- ⊗ Trust your team's methods, even if they differ from yours.
- ⊗ Offer training and resources to build skill and confidence.

Break the Silent Cycle

- ⊗ Maintain transparent communication about task progress.
- ⊗ Discuss openly if tasks are not completed as expected.
- ⊗ Promote a culture of learning and responsibility.

Remember, the key to successful delegation lies in the balance of clarity, support, empowerment, and communication. Use this cheat sheet as a guide to refine your delegation strategy and enhance your team's performance and morale.

CHRIS LOCURTO

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