

# Delegation 101

Think about it. At one time, maybe months ago, maybe years ago, someone invited you to step up and serve in a leadership capacity. Do you remember that moment? When someone tapped your talents and saw potential in you? Many student leaders can share that story and now it is time for you to be a part of an up and coming student leader's "leadership tap" story.

## How to Tap New Leadership

- **Keep your eyes and ears open**—be on the lookout for individuals who are consistently coming to meetings, programs, offering feedback and ideas, and displaying genuine interest in the work you and/or your group is doing for campus.
- **Start small**—don't ask a new volunteer or member to plan an entire event. Ask her what she might be interested in working on, and give her a meaningful chunk to be responsible for. As time goes on you can offer larger tasks for her to manage.
- **Check-in**—sometimes we think delegation is just handing a job over to someone. However, effective delegation includes providing the individual with the information and resources he needs to be successful, and checking in on how he is doing. Don't just leave him hangin' – let him know you are there to support him along the way.
- **Be a coach**—if you really want to have delegation transform future leaders, you need to coach and mentor them in each experience they have. They

Take some time  
to keep in Mind ...

new experience, and being entrusted with a valuable task. And, someone else can take one additional thing off the "to do list" and know that it will be completed!

... delegation is mutually beneficial. Someone is afforded the opportunity of being challenged, gaining

"A candle loses nothing by sharing its flame."

~ Anonymous

will make mistakes along the way, have questions, run into problems, and be excited and frustrated throughout. Do not only help them accomplish their goal at hand, but assist them in becoming strong, confident leaders by providing coaching through the dips and dives of leadership.

- **Let go**—as a student leader you have probably had many reward-



ing opportunities, had access to privileged information, and earned the trust and respect of many on campus. It is now time to share some of that with the next pool of student leaders. This can be hard, because it means you may have to step to the side for someone else to be recognized and rewarded, but just remember someone did it for you too!

## What You Need to Know About Delegation

**Intrinsic motivation**—People get involved because they want to be. Some incentives may include: desire to give back to the community, loves working with children, or makes me feel good. It meets a personal need or desire and the reward is internal.

**Extrinsic motivation**—People engage in the activity because a reward will be forthcoming. Some incentives may include: food, cash, job experience, course credit, resume filler, free trip, etc. Thus, the reward is external.