## **Delegation Brief Worksheet**

Mislan The Miss.
Vision/The Why:
Desired Outcome:
Task(s) to Delegate:
Eventual annual of the constraint and the constraint
Expected amount of time required to complete:
Duration (includes wait time):
void to it factores was takes.
Who could? (Brainstorm who could help? Then reach out to them explaining the scope)
December No. of all large Table Control of Defense and table and
Resources Needed (Access, Tools, Contact Info, Reference materials, etc):
Who will be held accountable?
Miss a will do the cond-2
Who will do the work?
Steps (Be explicit if you expect them to follow "your way":
D. Wilson
By When:
Check-in Cadence (How frequently/When will you check in):
check in coochec (not inequality) What this you check my.
Each time you do a check in:
Rate yourself on your delegation skills (1 Low to 10 High):
Rate the person you delegated to (1 Low to 10 High):
What needs to hannen to move the rating to a 102:
What needs to happen to move the rating to a 10?:
What needs to happen to move the rating to a 10?:
What needs to happen to move the rating to a 10?: