XCELERATE TRAINING INSTITUTE

your learning & development partner

LEADERSHIP AND MANAGEMENT

Delegation and Empowerment Skills Training Course

Getting Results Through Others While Developing Your Team

DURATION	LANGUAGE	FORMAT	COURSE CODE
2 days	English or Arabic	Classroom / Online	TTC-141

Upcoming dates

Dates	Venue	Format	Fee
8 – 9 ???? 2027	Paris	Classroom	**On request**
3 – 4 ???? 2027	Live online	Online (live)	**On request**
21 – 22 ????? 2027	Singapore	Classroom	**On request**
27 – 28 ?????? 2027	Amman	Classroom	**On request**
8 – 9 ?????? 2027	Live online	Online (live)	**On request**
6 – 7 ?????? 2027	Amsterdam	Classroom	**On request**

Register or ask a question

Online: x8ti.com/course/delegation-and-empowerment-skills-training-course/

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Delegation and Empowerment Skills Training Course

Introduction

Managers who fail to delegate become overloaded, slow decisions down and limit their team's growth. Effective delegation frees managers to focus on priorities while developing capable, confident employees.

This short, practical course teaches managers when and how to delegate, how to empower people with the right level of authority and how to follow up without micromanaging.

Learning Objectives

By the end of this course, participants will be able to:

- Understand the benefits and barriers of delegation
- Decide what to delegate and to whom
- Delegate tasks clearly with agreed outcomes
- Match authority to capability
- Follow up without micromanaging
- Empower teams to take ownership

Training Methodology

This course combines short expert presentations with practical exercises, case studies from the Gulf and international organisations, group discussions and work with real templates and tools. Participants are encouraged to bring examples from their own work so that the learning can be applied immediately.

Participants plan real delegations from their own workload and practise delegation conversations.

Benefits for Your Organisation

- More productive managers
- Faster decisions
- Developed, empowered employees
- Stronger succession pipeline

Benefits for You

- Practical delegation skills
- More time for priorities
- Confidence empowering others
- Better team relationships

Who Should Attend

This course is designed for:

- Managers and supervisors
- Team leaders

- Project managers
- Busy professionals with assistants or teams
- Business owners

Course Outline

Day 1: Effective Delegation

- Why managers do not delegate
- What to delegate
- Choosing the right person
- Delegation conversations
- Role plays

Day 2: Empowerment and Follow-Up

- Levels of authority
- Building capability
- Follow-up without micromanaging
- Accountability and recognition
- Personal delegation plan

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Registration Form

Delegation and Empowerment Skills Training Course

Preferred dates: ..... Venue or online: .....

Duration: 2 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

Call
+491631686678

Email this form
info@x8ti.com

Register online
Open the course page