



## Delegation of Responsibilities

No. MS-2011-2 June 22, 2011

**Learning Objective:** The student shall learn the importance of delegation of responsibilities and the skills necessary to perform such in order to become a successful manager.

Delegation of responsibilities is a primary leadership tool; a process that allows supervisors to share some of their assigned responsibilities with subordinates, thereby gaining valuable time for completing other assignments. We continually use delegation at emergency scenes where a command task is assumed by the first arriving officer. The concept used routinely at emergency incidents is often forgotten in nonemergency situations. Delegation of responsibilities has the same degree of value if used properly.



Students attending the *Decision Making at Multi-Alarm Incidents* class.

Supervisors should also remember to provide positive reinforcement throughout a project. Remember that any step in the project process does not have to be perfect in order to deserve a “pat on the back.” A simple compliment can make hours of work seem worthwhile and encourage staff.

### Why Supervisors are Reluctant To Delegate

- misunderstanding the leadership role;
- fear of being shown up;
- inflated egos;
- lack of confidence in subordinates;
- holding on to favorite tasks;
- fear of losing control; and
- lack of understanding of how to delegate.