Volunteers can sometimes feel the pressure of too much to do and not enough time. When stressed and overwhelmed with responsibilities, you aren’t at your best. Learning to delegate can assist in reducing your workload and improve your volunteer experience.

If you’re like most people, you may struggle with asking others for help. Often, we think we can do the task more quickly ourselves than taking the time to explain the task to another person. We may also feel we are losing control when we delegate, or find out someone else can do the task better, or worse, we fear that we may lose a task that we really enjoy doing.

Delegation has many benefits for you and your youth group:
- It can save you time and energy.
- More projects and activities can be undertaken.
- It’s a great way to develop leadership skills in youth and volunteers involved with your group/club.
- Delegation can raise self-esteem and build confidence in youth and adults.
- Delegation can be very empowering. Youth and parents become more actively engaged and committed to the club efforts.
- Delegation can be a win-win for everyone involved!

What should you delegate? A great place to start is with routine, yet interesting, tasks. Could you use help collecting 4-H enrollment forms from families? Would a tech-savvy parent take over the task of communicating and keeping families up-to-date on club activities? Ask parents to plan a family night or other event for your club.

Consider delegating tasks to others that would be a great learning experience for them. Tips for success: define the task and expected results clearly, establish timelines and deadlines, define the authority the person will have, and focus on your strengths and delegate your weaknesses! What shouldn’t you delegate? As club leader, if you have issues, problems or a crisis in your group, your expertise is needed to resolve them and shouldn’t be delegated to others. If the task is confidential or boring, it is best to not delegate.

Develop a delegation plan that will reduce your volunteer workload and let you enjoy every minute of your volunteer experience. Delegate for success - you’ll be glad you did!