



The Kristen David Upleveling YOUR Business

Audio Transcript – Don't Let Your Staff Rule You – 3 Tips for Better Staff Management

Hello, this is Kristen David with another tip for UPLEVELING YOUR BUSINESS. And this tip is all about staffing. Don't let staff rule you. So the next three minutes we're going to talk about three techniques and things you can do to get your staff back on track.

So let's be honest, staffing is a difficult thing, at least for most of us. At some point in our careers, we've had some difficulties with staff. And for those of you that haven't, kudos, but for most of us, it's an ongoing learning process because management is one of those skills you have to hone. So here are your three tips.

1. Get clear on what the person is supposed to be doing. That means sitting down, writing out, and at least addressing the main topics and where possible get specific.
2. Sit down with that person and assign and be clear about the task. Assign some milestones. Get clear on different times to check in, and what is the end product you're expecting out of this. Because hey, if you're not clear about this, how are they supposed to do a great job? So do your best to be better at delegating the task with clarity.
3. You've got to give feedback. Feedback is absolutely crucial to help this person learn, grow, and you've got to address of any problems and nip it in the bud. IF the person isn't performing the way you want, you address it quickly and get the person back on track. On the other hand, if they're doing a great job, praise them, give them some kudos. Just let them know, acknowledge that they're doing a great job. That goes a very long way towards getting this person to constantly keep doing that A+ job.

So those are your three key tips to getting staff back in line so that they're not ruling you and taking over the company, and instead are doing what they need to do to help the firm or business grow. So there you go. Keep working on your management skills and KEEP UPLEVELING YOUR BUSINESS.