**RESOURCE FROM TIME MANAGEMENT CDS ON MARCH 10TH 2021**

**The One Minute Manager Meets the Monkey (Book)**

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<https://www.kenblanchard.com/Store/One-Minute-Manager-Meets-the-Monkey>

Reflection/Discussion Points to Consider:

Ask yourself: Is this my issue or is it someone else's.  Why did I take this issue on?  The person was feeling overwhelmed? They wanted me to do it for them.  I knew I could fix/do it.  Realize that you took a learning/growth opportunity away and you added to your own burden.

Additionally, you may have taken something that was best done at a different level.  Think about ways to help the other person be successful with the task.  If after delegating or leaving the monkey with the person, it does not work out- ask yourself.  What went wrong?  Person did not have the information needed.  Person did not know how to do it.  Person did not have the expertise needed.  Then brainstorm (maybe with the person) ways to prevent the issue in the future:   Way to store or keep information for others, having operating procedures, pairing them with something who has the expertise or knowledge, etc.  Keep in mind that being effective at this takes time, it will save you time in the end, but you will need to grow your own skills.