



BurnBright Advisory

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Mini Workshop

Delegation Readiness Framework

Resource Sheet

Key resources, frameworks, and tools

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Key Framework Summary

This sheet summarises the core Delegation Readiness Framework framework and provides practical tools for immediate application.

The Core Principle

Delegation Readiness Framework is not a one-time event or a personality trait — it is a dynamic, developable leadership capability that is built through deliberate practice, structured reflection, and continuous learning.

The Delegation Readiness Framework Development Model

Stage	What It Involves
Awareness	Understanding your current Delegation Readiness Framework capability honestly — strengths, gaps, and the impact on your leadership.
Assessment	Using the BurnBright diagnostic to generate an evidence-based baseline score across all relevant dimensions.
Development	Building capability through deliberate practice, AI coaching, structured reflection, and peer learning.
Accountability	Using the Action Plan, Reflection Journal, and manager conversations to maintain consistent progress.
Integration	Embedding Delegation Readiness Framework practices into your daily leadership routine until they become automatic.
Mastery	Modelling Delegation Readiness Framework for others, mentoring, and building it as a team and organisational capability.



Quick-Reference Tools

Daily Habit Checklist

- + Complete a 5-minute Delegation Readiness Framework reflection (use your Reflection Journal)
- + Use one AI prompt from your Prompt Pack
- + Notice one moment where Delegation Readiness Framework influenced your leadership decisions
- + Acknowledge one area where Delegation Readiness Framework needs deliberate attention today

Weekly Review Questions

- . Where did Delegation Readiness Framework show up most strongly in my leadership this week?
- . Where did I fall short of my own Delegation Readiness Framework standard?
- . What will I do differently next week?
- . Am I on track with my Action Plan commitments?

Monthly Assessment

Dimension	Month 1	Month 3
Consistency of practice	___/10	___/10
Impact on team	___/10	___/10
Impact on decisions	___/10	___/10
Personal sustainability	___/10	___/10
Confidence in this area	___/10	___/10



Recommended Resources

Resource	How to Use It
BurnBright AI Coach	Visit burnbrightadvisory.com for personalised AI coaching aligned to your Delegation Readiness Framework development.
Reflection Journal	Complete one entry per week. Review your previous entry before starting each new one.
AI Prompt Pack	Use one prompt per day or one per week — consistency matters more than frequency.
Action Plan	Review weekly. Mark completed actions. Update your 60 and 90-day targets as you learn more.
BurnBright Diagnostics	Reassess your Delegation Readiness Framework capability score every 90 days to track genuine progress.
Leadership Academy	Access the full BurnBright learning library at burnbrightadvisory.com/academy .

Continue Your Delegation Readiness Framework Development

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