

5 Training Rules To Guarantee The Best From Your Staff

By Noel Peebles

5 Training Rules To Guarantee The Best From Your Staff

Noel Peebles

noel@instantsellbusiness.com

Sell Your Business The Easy Way <http://instantsellbusiness.com>

If there's one thing I've learnt in business it's this. You can't always do everything yourself... even if it is sometimes quicker and cheaper to do things yourself.

Unless you're running a "one man band", every business needs good, reliable, well-trained staff. Surprisingly enough, I've discovered that delegation is one of the best methods of staff training. In fact, I believe that delegation is a management skill that is often overlooked.

Although not every staff member will possess leadership qualities, most people respond well when given some responsibility (however small). Staff members like to feel that they are important and that they are being trusted.

Agreed, allocating responsibilities can have its risks. However, from experience, I have found that giving responsibility usually brings out the best in people. They rise to the challenge!

Over the years I have hired a lot of staff and have never had a major problem. Although, I must admit, I have always placed huge emphasis on the employment selection process. I believe it is well worth the time and effort to choose the most suitable employees.

Call me old-fashioned, but I do tend to hire people who take a pride in their appearance. Among the other things I look for, are signs of integrity and enthusiasm.

Anyway, assuming that the right people get hired, then the next step is to thoroughly train them well. I can't stress that enough!

Now, I'd like to share with you some basic rules to follow with regards training, delegation and responsibility. They're not based on academic theories or any scientific research. Quite simply, they're my rules based on my own experience running my own successful small businesses. They work for me!

Rule # 1

For starters, when giving other people tasks to do, clearly explain what is involved and when completion is required. Check that they have understood, by asking them what it is you are requiring them to do.

Rule #2

If a staff member is required to do a repetitive task, you may want to finish your request with -"show me." If he or she is unable to do this, it could be a sign that you have failed to explained the task clearly enough.

Rule #3

I believe that in the beginning, it's best to assume that the staff member knows nothing and to explain things in detail. As time progresses, you will need to explain things less and less. From experience, I've found that in no time staff will be able to do things well, often without even being asked and without supervision. It will make your job easier and your staff will get more satisfaction knowing that you are trusting them to do a good job.

Rule #4

Encourage staff members to bring problems to you. Get them to think through the problem well enough so they can clearly explain it. Once explained, they should be encouraged to think of various solutions and be in a position to recommend the best. They should be encouraged to think for themselves and see you only when necessary.

Rule #5

If a staff member is not doing their job properly, then you need to look at your level of training or retraining. If he or she can't be trained then you may be best to look at replacing them.

With that said; remember that we are individuals and we all have our own working styles. You can't always expect your employees to be as dedicated as you are. Everyone can bring different skills to a business.

© Noel Peebles. Market Leaders Limited.

<http://www.instantsellbusiness.com>

<http://www.instantsellhome.com>

NOTE: The following information must be included if you reprint this article:

Get Your 100% FREE mini-course "17 Powerful Secrets That Have Made Business Owners Into Millionaires."
100% FREE! Simply send a blank email to:
instantsellbusiness@ReportsNetwork.com

Get-Articles.com : 1000's of reprintable business and internet marketing-related articles.

[Submit your article for reprint.](#)