



Tips to Empower Employees

What is Empowerment? Shifting power and authority with responsibility and accountability from management to employees. Giving employees power over their jobs!

1. Entrust power to employees who have demonstrated their capability to take charge of the responsibility
2. Allow employees to gain discretion and autonomy over their tasks whenever possible
3. Show appreciation for empowered behavior in the workplace. Let employees know that exceptional work reaps rewards
4. Ask questions and listen to their answers. Employees are the best source of potential solutions to problems in the workplace, so allow for employee input.
5. Empowering Questions:
 - a. "What would you suggest?"
 - b. "What are your thoughts on this?"
 - c. "What do you think our next steps are?"
6. Avoid micromanaging and second guessing the choices of employees. When you grant freedom, do so with trust.
7. Don't just talk about empowerment- show it! Frustrations arise when policies and notices are not accompanied by action
8. Empowerment and recognition should not always come with additional responsibilities. Avoid the impression that great work leads to being overworked.
9. Recognize that empowerment is a long-term investment navigated by the capabilities of the employee and the support available to them.
10. Be conscious of the invaluable resource that is your fellow work team!