



Manufacturers Alliance
Sharing Education & Resources Peer to Peer

EDUCATIONAL SEMINAR

GETTING MORE DONE THROUGH DELEGATION

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SEMINAR SPEAKER



Tim Smalstig
Director of Plant Operations

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Tim Smalstig,
Director Plant Operations



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WHO WE ARE . . .

Founded in 1975, Apothecary Products, LLC is a heroic consumer products company focused on simple self-care and wellness solutions that make a true difference in peoples' lives. Headquartered in Burnsville, Minnesota, the company has several strategic manufacturing partners in the U.S. and internationally.

Innovative and growing brands

- Ezy Dose®
- Bamboobies®
- Strive®
- Wipe 'N Clear®

Strong market share with relevant consumer insights and innovative intellectual property

Excellent market penetration and distribution in all channels

International presence – Apothecary Products can be found in 50+ countries.

Trusted partner for strategic customers.



CLUB



MASS



WHOLESALE



GROCERY



CHAIN DRUG



DOLLAR



INDEPENDENT







ECOMMERCE



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NEED-BASED SOLUTIONS THAT MAKE LIFE BETTER FOR OUR CONSUMERS AND THE PEOPLE THEY CARE FOR

 <p>Solutions for Babies and Kids</p> <p>bamboobies™</p> <p>ezy dose</p> <p>ACU-LIFE®</p>	 <p>Solutions for Mom</p>	 <p>Agility Wellness Solutions</p> <p>strive</p> <p>Flents®</p>	 <p>Simple Remedies</p> <p>ezy dose</p> <p>Flents®</p> <p>WIPE'N CLEAR</p> <p>ACU-LIFE®</p>
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 Apothecary Products®

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CURRENT SELF-CARE BRANDS: SIMPLE REMEDIES

ezy dose



- Pill Planners
- Unit Dose Cards
- Pill Crushers
- Pill Cutters
- Pill Containers
- Pill Pouches
- Pill swallowing assist caps

kids ezy dose



- Medicine Droppers
- Medicine Spoons
- Oral Syringes
- Thermometers
- Combo Nose Speculum & Ear Otoscope
- Nasal Aspirators
- Silicone Ear Plugs
- Pill swallowing assist caps
- Lice Removal Kits
- Lice Combs

ezy dose self-care



- Natural Ear Wax Removal Systems
- Vitamin Supplements for Ear Health

bamboobies
we've got your front.



- Nursing pads
- Breastfeeding care
- Breastfeeding apparel

Flents®



- Finger Splints
- Ear Plugs
- Masks
- Eye Patches
- Finger Covers
- Finger Sleeves
- Ice Bags
- Douche Kits

strive



- Wraps
- Braces

WIPE'N CLEAR



- Lens Wipes
- Lens Cleaners
- Lens Cloths

 Apothecary Products®

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Getting More Done Through Delegation

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"NOPE, I'M NOT BUSY. EVERYTHING IS UNDER CONTROL."

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“Don’t rob someone of a chance to learn”

BENEFITS OF DELEGATION

- Free up your time while achieving more
- Increased Flexibility of your team
- Culture of Trust
- Motivational Boost
- Empowering
- Team gains opportunity to be involved
- Opportunity to grow your career

WHY DON'T WE DELEGATE

- Fear
- Trust
- Timeline
- Skills

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Dilbert_Daily, Scott Adams. "Welcome to Dilbert." *Dilbert*, 11 Mar. 2001

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DELEGATION PROCESS

Five Step Process

- Choose Appropriate Task
- Choose Appropriate Person
- Set Clear Objectives & Plan
- Monitor
- Provide Feedback

CHOOSE APPROPRIATE TASK

- What to delegate vs. What only “You” can do
- Task
- Project

CHOOSE APPROPRIATE PERSON

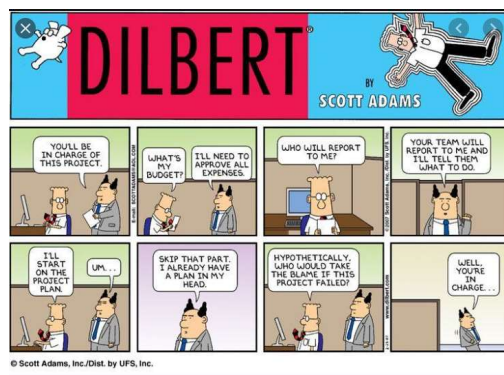
- What skills are required?
- What training is required?



"Inside Out Wallpapers." *WallpaperAccess*, Pixar, 2015, wallpaperaccess.com/inside-out.

SET CLEAR OBJECTIVES AND PLAN

- **Authority**
Power & Resources to get job done
- **Deliverables – Goals & Standards**
 - Specific
 - Attainable
 - Relevant
 - Measurable
 - Timeline



Adams, Scott. "Welcome to Dilbert." *Dilbert*, 25 Feb. 2007.

MONITORING

Check-In Meetings:

- How do they feel task/project is going?
- Status – On Schedule?
- Assistance Needed?

MONITORING TOOLS

Various Software Monitoring Tools:

- Microsoft Project
- Microsoft Teams
- Smartsheet

MONITORING TOOLS

Management by Objective Report

Objective	Results to be achieved	Actual Results
BOM & Routing Transfer	Transfer All Active BOM's and Routings – Fill out Item Technical Form Completion Date – May 31, 2014	January 13, 2013 – 75% BOM's & Routings Transferred

FEEDBACK

- How did they feel the project went?
- What could be changed?
- What have they learned?
- Provide Constructive Feedback
- Recognize and Reward Success

**“Don’t rob someone
of a chance to learn”**

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