



Course Overview

Customized four day session focused on providing your current and future facilitators with the necessary tools and techniques to effectively guide teams through the change process.

Who Should Participate?

- Future Facilitators
- Current Facilitators
- Front Line Leaders
- Lean Core Team
- Process Owners
- Process Experts

Agenda

Day 1 Basic Techniques

- Fundamentals of Lean
- 6S
- One Item Flow
- Pull Systems
- Standard Work

Day 2 Exercises

- True North Metrics
- Time Observations
- Cycle Time Bar Chart
- Standard Work Combination Sheet
- 6S Audit
- Spaghetti Diagram
- CEDAC Process

Day 3 Facilitator 101

- Role as a Facilitator
- How to Lead a Rapid Improvement Event
- Effective Brainstorming
- Conflict Resolution
- Leadership's Role in the change Process

Day 4 A3 Thinking

- Event A3 Process
- Mission A3 Process
- Transformation A3 Process
- Role of Guiding Coalition
- Preparation Key Points
- Sustainment Key Points



Knowledge Transfer—What you will learn

- Learn the basic tools and the techniques to teach them to your team.
- Understand the keys to public speaking both in front of a small team and a large audience.
- Learn how to balance the needs of a wide range of internal customers and stakeholders.
- Learn how the A3 process is used to effectively target, prepare, execute and sustain improvement.
- Learn the key points of an effective team leader meeting.
- Learn the necessary skills for preparing and delivering a formal presentation.
- Learn the five day RIE process and the role of the team leader for each part of each day.
- Learn how to use your stakeholders and support services to accelerate improvement and improve sustainment.

Why Simpler Facilitator Training?

This curriculum is focused on developing your current and future facilitators so they can properly guide a team through it's preparation, execution and sustainment phase of improvement. Simpler Facilitator Training is unique in that you will learn from experienced sensei how to create the right balance of employee, stakeholder, customer, process owner and senior management involvement for the greatest outcome with the least risk.

- Training conducted by experienced Sensei
- Improvement targeted to your organization
- Learning from lecture, scenerio based, simulations, breakouts and application
- A3 thinking applied at three levels of the organization
- Focused on a business system philosophy vs. just tools and techniques