

MAS South East Lean Facilitator Workshop

Adapting to future marketplace needs: **the Continuously Improving Enterprise**

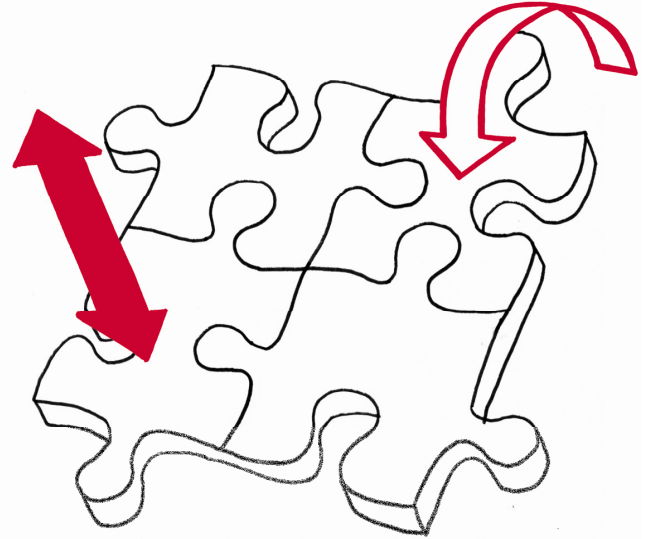
Have you and your company already embarked on a change programme to learn to see 'waste', implement improvements, to deliver better service and ultimately to make more money? Has the approach initially focused only on specific areas of the business, or certain 'pockets' of staff only? Have the benefits been as strong as you'd expected – and more importantly have the benefits been sustained?

Now is the time for the next step - to take your plans forward and enable you to reach your goals. Your business would benefit from team members that have been up-skilled allowing them to build on the initial gains, take improvement projects forward into new areas, and have the ability to start spreading that enthusiasm throughout the enterprise for a 'can-do' change culture.

The Next Steps: **MAS South East's Lean Facilitator workshop**

*5 days training: 3 days **Lean techniques** + Project scoping +2 days **Facilitation skills** +Project support*

Outlined overleaf is a programme which develops facilitators and champions within your enterprise who will be capable of identifying and prioritising opportunity, tactically deploying improvement activities and delivering significant results. During the workshop participants will have opportunity to explore the proven tools, techniques and skills used in 'Lean' in an interactive setting supported by exercises, case studies and discussion to develop 'Facilitation' skills. Each topic is related to real world business scenarios and participants are encouraged to raise their own specific issues & opportunities for discussion.



Our programme culminates with participants putting learning into practice by scoping, implementing and delivering an improvement project (of the business's choice) back in the workplace – a real project delivering real results. At the end of the programme the improvement Facilitator / Champion will:

- ✓ Be able to implement Lean techniques
- ✓ Facilitate in-company improvement activities
- ✓ Demonstrate understanding through leadership and delivery of an improvement project
- ✓ Able to make a difference within your company
- ✓ Enjoy the process of change!

To book your place

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This workshop is offered at a government-subsidised rate of £950 per person or just £1500 for two delegates. *The workshop can also be run on-site tailored to your specific needs.*

MAS South East

Lean Facilitator Workshop

<p>Day One</p>	<ul style="list-style-type: none"> ✓ Change: Why Change? 5 principles of Lean ✓ Value vs Waste. 7 Wastes + 1 ✓ Key Lean Tools: 5S, Visual Management ✓ Process Mapping 	<p>From experience we passionately believe in a process of 'teach and do' to ensure maximum knowledge is both understood and retained. We use a full range of modern and interactive teaching methods to ensure the best opportunity for learning, so that whatever the individual's learning style, there is something to suit everyone. The 'doing' element incorporates role play (in the form of exercises & case studies) in a fun and enjoyable style to allow participants to practice and refine the techniques introduced. The whole learning process is supported through the introduction and sharing of real-world best practice examples – with examples coming from both the course tutors and the range of knowledge around the table from the workshop participants.</p>
<p>Day Two</p>	<ul style="list-style-type: none"> ✓ Problem solving techniques ✓ Factory simulation – apply learning ✓ Kanban, TAKT time ✓ Key Performance Indicators (KPIs) 	
<p>Day Three</p>	<ul style="list-style-type: none"> ✓ Measures, targets and monitoring (including SMART objectives) ✓ Team selection (including Belbin) ✓ Planning and carrying out improvement activities ✓ Presentation skills ✓ Planning your projects + project 'homework' 	
<p>Day Four</p>	<ul style="list-style-type: none"> ✓ Project updates ✓ Other Lean tools <ul style="list-style-type: none"> ○ Overall Equipment Effectiveness (OEE) ○ Total Productive Maintenance (TPM) ○ Set-Up Reduction (SMED) 	
<p>Day Five</p>	<ul style="list-style-type: none"> ✓ Role of the Facilitator and Facilitator skills ✓ Facilitating project meetings and conflict handling ✓ Learning styles ✓ Review and questions ✓ Next steps: project implementation 	