

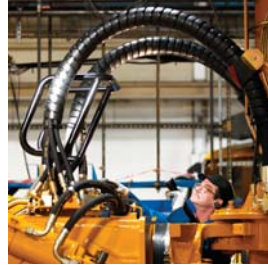
# LEAN LEADERS PROGRAMME



Developed By Employers For Employers

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The Sector Skills Council  
for Science, Engineering and  
Manufacturing Technologies



“Nissan has been delivering this programme to a wide variety of employers in the North East and believes if companies want to create world class lean leaders in their own organisations then this programme is for them.”

Steve Pallas Manager  
– Training &  
Development/Health  
& Safety/Personnel  
Administration,  
Nissan Motor  
Manufacturing (UK) LTD

### Lean Leaders Programme

The UK manufacturing industry is at the crossroads. Manufacturers and component suppliers operate in a global marketplace that demands ever higher standards of quality, cost and delivery. To be globally competitive it is essential that all companies operate within a culture of training and continuous learning and focus very clearly on skills acquisition and development.

The National Skills Academy for Manufacturing Lean Leaders Programme will equip manufacturing leaders with proven tools and techniques to enable them to deliver improvements in quality, cost and delivery performance.

The programme covers both theoretical knowledge and most importantly, its practical application in the workplace. Successful completion of the programme and documented evidence of the application of the techniques learned, will result in The National Skills Academy for Manufacturing Lean Leader Award.

### What Is Unique About The National Skills Academy For Manufacturing Lean Leader Programme?

#### Content

Developed jointly by experienced lean practitioners from Nissan Motor Manufacturing (UK) LTD and SMMT Industry Forum you can have the confidence that the programme reflects the latest leading edge thinking of what a lean leader should be equipped with to improve productivity in your organisation.

#### Trainer/Assessor

When it comes to selecting a training provider, it is vital that the trainer and assessor can demonstrate knowledge and expertise appropriate to your company and deliver the learning in a professional manner.

All trainers and assessors delivering National Skills Academy for Manufacturing (the Skills Academy) products have successfully completed a thorough validation process, covering their competence to deliver subject knowledge and continuing professional development.

#### Programme Structure

The course comprises a combination of classroom, practical activities and outdoor team development training facilities. It is constructed over four phases. Between the four phases, candidates are expected to complete a QCD project within their area of work to demonstrate a measurable improvement in their own workplace.

#### Candidate Level

The Lean Leaders Programme is aimed at those already working at a supervisory level within a manufacturing environment or, those people who have been identified for promotion to such a position. No formal qualifications are required but candidates need to be familiar with operating practices in a manufacturing environment.

“It was an extremely valuable programme, showing us exactly how to implement the theory. Having the skills is one thing, using them is the real challenge.”

David White  
Production Manager at PSM International

### A Typical Programme Will Be:

#### **Introduction to Workshop Management** 3 days, non-residential

An introduction to standardised working, organisation, health and safety and continuous improvement processes.

#### **Continuous Process Improvement Techniques**

##### 3 days, non-residential

Including topics such as the identification and elimination of waste, problem solving and project management.

#### **Workshop Management Practical Activity**

##### 4 days, residential

Application of standardised work and line balance, data and problem analysis and motion economy.

#### **Team Working and Leadership Skills**

##### 5 days, residential

A challenging “outward bound” experience covering team working, leadership and communication skills.

All aspects of the Lean Leader Programme have been carefully crafted towards the business requirements of the UK manufacturing industry, it will deliver significant benefits to companies in the sector as well as extending the capabilities and performance of successful candidates instilling in them a culture of continuous improvement.

“After each week long session we were given a series of tasks to implement back at our plants and for me that’s been the most interesting part of the programme.”

Stuart Anderson  
Machine Setter, Peterson Springs

### The Key Objectives of the Programme

To provide candidates with globally competitive tools and techniques in respect of the management, supervision and operating practices within a manufacturing environment. To enable candidates to transfer their learning to the workplace, making demonstrable improvements to cost, quality and delivery, measurable on the company’s bottom line. To engender an atmosphere of continuous learning.

### Vision

Our vision is to create training and education programmes which will set national standards for delivery and help employers to meet the demands of global competition in terms of improved productivity, competitiveness and profitability.

You can have the confidence that the programme reflects the latest leading edge thinking of what a lean leader should be equipped with to improve productivity in your organisation.



## LEAN LEADERS PROGRAMME

PROGRAMME PREPARATION	<b>PHASE 1</b> Introduction to Workshop Management 3 days	FOUR WEEKS	<b>PHASE 2</b> Continuous Process Improvement Techniques 3 days	FOUR WEEKS	<b>PHASE 3</b> Workshop Management Practical Activity 4 days	FOUR WEEKS	<b>PHASE 4</b> Team Leadership and Leadership Skills 5 days	PROGRAMME REVIEW
	<b>UNIT 1</b> Introduction to Standardised Work		<b>UNIT 1</b> Visual Management Systems		<b>UNIT 1</b> Application of Standardised Work and Line Balance		<b>UNIT 1</b> Effective Team Working	
	<b>UNIT 2</b> Workplace Organisation		<b>UNIT 2</b> Identification and Elimination of Waste		<b>UNIT 2</b> Data and Problem Analysis		<b>UNIT 2</b> Introduction to Team Leadership	
	<b>UNIT 3</b> Health, Safety and Environment		<b>UNIT 3</b> Set-up Improvement		<b>UNIT 3</b> Multi-Model Line Balance		<b>UNIT 3</b> Communication Skills	
	<b>UNIT 4</b> Continuous Process Improvement		<b>UNIT 4</b> Problem Solving		<b>UNIT 4</b> Motion Economy		<b>UNIT 4</b> Inter-Personal Skills	
			<b>UNIT 5</b> Total Productive Maintenance					
			<b>UNIT 6</b> Project Management					