

## Introduction to the Lean Leader Programme

Welcome to the Lean Leader Programme from Semta's National Skills Academy for Manufacturing (the Skills Academy).

The Skills Academy exists to help companies in manufacturing raise skills level to their maximum potential. For you, that means that we want to ensure that you enjoy the course, learn as much as you can and that you can apply the skills that you develop in your workplace.

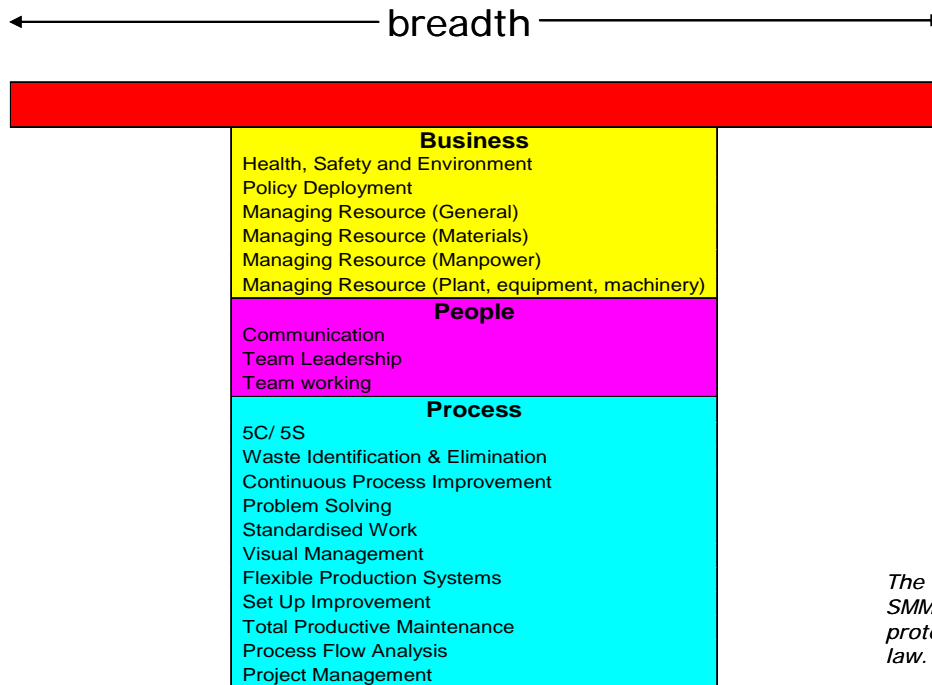
The aims of the Lean Leader Programme are:

- To develop your skills and provide underpinning knowledge of lean working practices
- To support you in the application of those practices in your workplace
- To generate and collect evidence to justify the award of the Skills Academy Lean Leaders Award incorporating an NVQ in Business Improvement Techniques at Level 3
- By means of the whole process to secure measurable improvements in the company's Quality, Cost and Delivery (QCD) Performance
- To embed skills within the company that will continue to improve QCD measures

The course uses something called a T-profile<sup>©</sup> that has been defined by the Skills Academy Working Group – 'The Industry'. The T-profile<sup>©</sup> uses competency statements to show the breadth and depth of knowledge and the ability to apply the knowledge required by an effective Team Leader.

The T-profile<sup>©</sup> defines:

- What a Team Leader must know
- What a Team Leader must be able to do



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The Lean Leader Programme consists of 4 phases:

- Phase 1 – Introduction to Workshop Management
- Phase 2 – Continuous Process Improvement Techniques
- Phase 3 – Workshop Management
- Phase 4 – Team Working and Leadership Skills

Phases 1-4 will deliver the required knowledge. Between the phases you will undertake a Quality, Cost and Delivery (QCD) project in your company to produce a portfolio which provides evidence of your competence in applying the knowledge in the workplace.

We here at the Skills Academy hope these pre-learning pages will help you and wish you good luck for your training.