

## Team Working and Kaizen

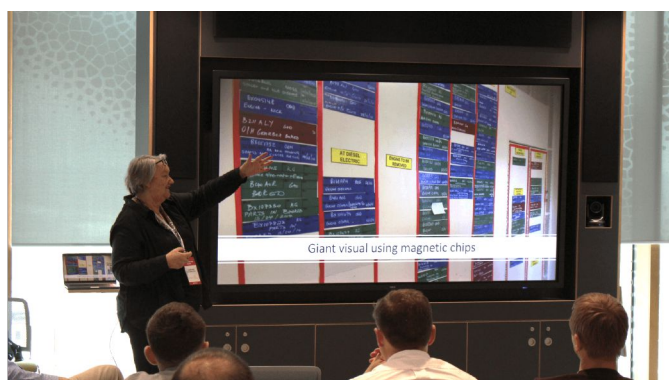
with Sharon Visser, Senior Lean Coach, Lean Enterprise Academy

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 2 Paddington Village, Liverpool L7 3FA

### Background

Kaizen is the philosophy of continuous improvement. That is, efforts that are focused on making incremental improvements to processes, products, and services to optimise safety, quality, delivery and efficiency while developing individual and organisational capability. Team working is key in developing and engaging team members. Empowering people to take ownership to participate in problem solving and decision making. Learn about the different types of Kaizen activities, the PDCA steps involved in conducting Kaizen activities and ways to develop team working to sustain the results.



### Purpose: Aims & Objectives

The purpose of this workshop is to:

- Understand the purpose of kaizen.
- Understand the considerations around applying and conducting kaizen.
- Discuss the roles and responsibilities around kaizen and the development of team working.

### Topics and materials that will be covered are:

- Purpose of kaizen.
- Four key elements:
  - Go and See.
  - Scientific method.
  - Following Plan-Do-Check-Act.
  - Taking a step.
- Daily kaizen and kaizen events.
- Levels of kaizen – individual, team, work stream and organisational (process to system/flow kaizen.)
- The leader's role in kaizen.



**Lean Enterprise Academy Limited**

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## Agenda

- Introduction/Objectives/Agenda
- Purpose
- Process
- People
- Team working
- Reflections & Expectations Review

## Workshop Benefits

Through instruction, small group discussions, exercises and videos participants will learn:

- How to develop kaizen in their teams.
- How to link improvements to business challenges
- Tips and tricks for sustaining the gains.

## Related Books & Learning Materials

- [Employee Involvement Teamworking Teach Poster](#)
- [Employee Involvement Teamworking Facilitation Guide](#)
- [Kaizen Activities Skill Level 1: Knowledge Online](#)
- [Kaizen Activities Teamworking Teach Poster](#)
- [Kaizen Activities Teamworking Facilitation Guide](#)
- [Lean Houses for Dragons](#)

## Who Should Attend?

- Leaders, management teams, lean practitioners and lean teams wanting to accelerate and improve the capability of their lean skills.
- Supervisory and support staff wanting to learn how to develop capabilities of their team or department.
- Lean practitioners wanting to learn how to improve the effectiveness of their efforts.
- Leaders & Management teams wanting to understand their role in helping to sustain and accelerate the use of lean throughout their organisation.
- Organisations at any stage in a Lean transformation that are struggling with:
  - Failures to sustain the results from past improvement efforts.
  - Understanding where kaizen and team working fits with their change efforts.
  - Their improvement efforts not impacting business performance.

## Notes

- Attendance** – 1 Day Workshop
- Class size** – Maximum 20 people per day
- Timings** – Each day will run from 09:00 – 17:00 breakfast & registration will be available from 08:00
- Cost** – £450.00 (excluding VAT) per delegate



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- **Materials** – A PDF copy of the materials will be available via the Lean Enterprise Academy website
- **Facilities** – Breakfast, refreshments and lunches will be provided by LEA

**FREE 1 Year Individual Learning Platform Subscription** to the LEA Learning Platform! You will be sent an email with a discount code for the subscription once you have purchased the workshop. Learn more about the subscription [here](#).

**We can also run these workshops in-house at your convenience, if you would like to explore this option, please contact us at [info@leanuk.org](mailto:info@leanuk.org) or submit a contact form [here](#).**

### **Follow up (optional)**

LEA provides an ongoing mentoring service for organisations involved in making Lean transformations. Lean Transformation Master Plans, supporting A3s & VSM's developed by the organisation can be reviewed at 30/60/90 intervals. This provides the organisation with help and direction in sustaining the learning from the workshop process and helps highlight further learning opportunities that can be pulled, as and when required, by the organisation.

**Book online at [www.leanuk.org](http://www.leanuk.org)**

*The lessons learnt during this workshop fit within all elements of the Lean Transformation Framework*



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