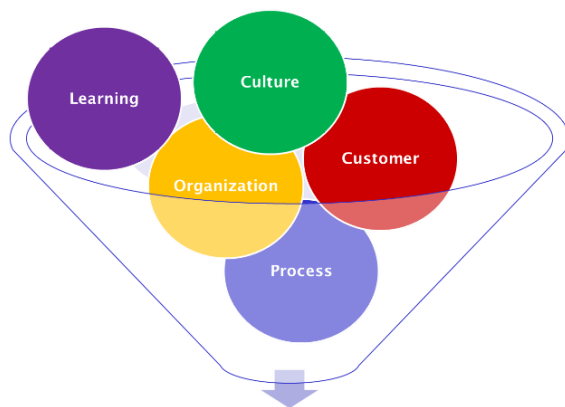


# Improvement Planning Course: Essentials for Creating a Culture of Improvement

Continual improvement is all about engaging and empowering organization members in actively improving their workplace and work processes every day, in order to achieve sustainable success beyond historical norms and what is even thought possible. This Essentials for Creating a Culture of Improvement course focuses on the Improvement Champion role (specially selected individuals to lead the effort to embed improvement in the organization). This course builds upon prior improvement education and application; with a co-led (participant and coach) Leadership team planning session as the finale.

## Course Goal:

Participants will develop knowledge and skills to effectively and efficiently facilitate the organization's annual improvement plan. The course includes evaluating organization data & information (Customer, Organization, Work Processes, Culture, Learnings); creating the Improvement Plan; cascading the plans



- **Improvement Plan**
- **Organization Focus**
- **Improved Results**

to project teams; confirming the projects will achieve the goals; and establishing a Leadership team structure to guide the projects in testing, learning, and installing improvements. Participants will learn and apply over 30 improvement, change, and project management job aids and methods learned and practiced during all the training courses. The course will follow the Tell/Show/Do/Recycle learning approach (tell you about the skill, show you examples, apply the skill together, and provides feedback).

So that:

- Participants can be successful in creating leadership and focus when solving problems
- Participants can help their organization identify better improvement opportunities
- Organization results are achieved at a rate greater than in the past

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- Participants and other team members are involved and eager to create more improvement

## Time frame:

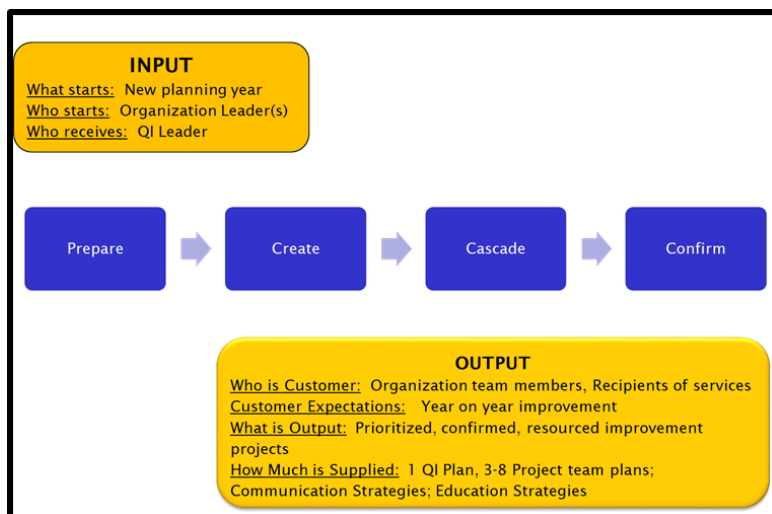
- 32 hours classroom training
- 2 days of on-site Improvement Planning session co-lead

## Knowledge and Skills Gained:

- Understand and prepare to create an Improvement Plan – step by step (including what to expect, what skills are needed, what improvement methods to employ)
- Provide a process and methods to evaluate organization data and create improvement plans and projects plans
- Provide a process and methods to develop solutions, measure performance, and continually improve
- Provide approach and templates to effectively managing the change.

**Powered by People**

- Supported by a special type of **Leadership**
- Superbly **Focused** on their purpose
- Using **Learning** to create results
- **Implement** well, installing the new way and continually improving
- Applying improvement **Methods** to empower the individual and effectively solve problems



## Who Should Participate:

- Improvement Champions (those specially selected to lead the effort to embed improvement in the organization)
- Individuals seeking to grow and expand in their role



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## Agenda:

1. Introduction to Improvement Planning
2. Preparing data (Training and Exercise)
3. Creating a Plan (Training and Exercise)
4. Cascading the Plan (Training and Exercise)
5. Confirm the Plan can be accomplished (Training and Exercise)
6. Communicating & Achieving the Plan (Training and Exercise)

## Recommended Prerequisites:

- Basic understanding of improvement
- Leadership commitment to resource Improvement Planning & resulting projects
- Education & Application
  - Introduction to Improvement: “Seeing the Possible”
  - Foundational Continual Improvement
  - Process Mapping
  - Problem Solving and Solution Identification
  - Managing Change
  - Kaizen Event Process

## Recommended Next Steps:

- Co-lead an Improvement Plan
- Practice data evaluation methods
- Learn more about improvement (reading, training, conferences)
- Receive additional Improvement Champion - Essentials for Creating a Culture of Improvement training
  - Advanced improvement methods