

You have just been assigned the role of project leader. Now what do you do? This course provides teaching and application of project leadership knowledge, skills, and abilities to help a team successfully achieve their goals.

Course Goal:

To develop project leader knowledge and skills in continual improvement, change, and project management methods to effectively apply to improvement projects.

“Having the time to learn was very rewarding (facilitation style, how to work with different groups, how to move the team along, flexible approach, and problem solving). A week later, I’m already promoting and using new tools, like the Continual Improvement System (CIS).”

Benefits:

- You are more prepared to lead this improvement project
- You can build, aid, and guide the team
- You understand and are prepared to progress the team through the improvement cycle
- Effectiveness of solutions is increased
- The project achieves its goals
- 16 hours of continued education

Knowledge and Skills Gained:

- Understand the roles & responsibilities of the project leader, team members
- Working with Others communication skills
- Developing project gaps, goals, measures, and timeline
- Steps of the improvement cycle, and corresponding framework/storyboard
- Identifying and effectively collecting data and information
- Awareness of improvement methods and techniques used for data collection, problem solving, testing, learning, installing, and communicating
- Approach and templates to effectively managing the change.



Time frame: 16 hours (tell, show, do, recycle framework; with role play/application) + 4 hours of additional one-on-one coaching assistance

Who Should Participate?

Anyone who is asked to lead an improvement project.

Agenda:

1. Building the team; roles & skills of the team (Training & Application to your project)
2. The Improvement Cycle
3. Project Approach (step by step through an improvement project) <ul style="list-style-type: none">▪ What is the gap?▪ What is the goal for improvement?▪ What is the approach? Team members?▪ Understand the problems▪ What is the improvement hypothesis? (solutions)▪ Try solutions▪ What did you learn from trying?▪ How will you make the new way happen?
4. Managing & Communicating the Change

Prerequisites (recommended, not required):

- Participating in a Culture of Improvement
 - Introduction to Improvement: “Seeing the Possible” Overview of improvement with hands on simulation of running an organization, seeing the changes that are possible and receiving a basic understanding of continual improvement techniques
 - Individual Contributor - (Hands-on training to identify, evaluate, and implement individual or small team workplace and work process improvements)
- Bring an improvement opportunity (project) to training

Next Steps: Contact Us: Continual Impact LLC 1-877-252-5804

www.continualimpact.com

“It was a wonderful experience. I was immersed in CQI at a level I have never before experienced. A year ago I didn’t really understand CQI—I was one of those staff who said yeah—I’m supportive improvements for quality—I think performance management is important—but I didn’t understand or even know about CQI principles or tools. WOW! Talk about a personal and professional transformation!”