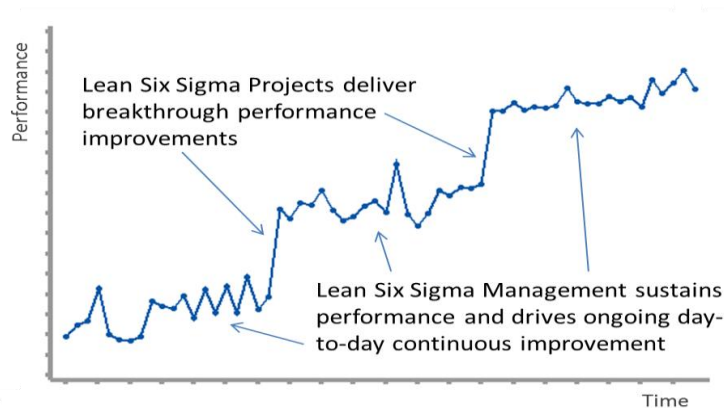


Lean Six Sigma for Project Champions

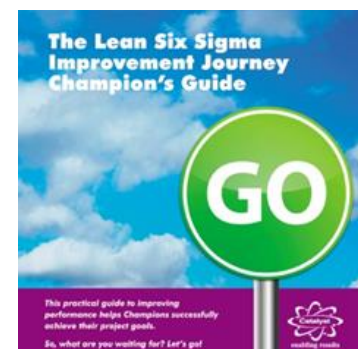
This one or two day course provides managers with the skills and knowledge to play their role as Lean Six Sigma Project Champions working in support of practitioners such as Yellow, Green and Black Belts. Champions represent the 'voice of the business', they recognise when a Lean Six Sigma project is needed - at which point they secure the services of a Green or Black Belt to take the project lead role. They then support the team during the life of the project to ensure it is successfully completed in a timely manner and improvements are sustainably embedded in ongoing Operations.



Lean Six Sigma techniques like Visual Management are likely to be implemented (or updated) by the project team and the process will continue to benefit from these after the project is finished

The Champion needs to:

- Select or approve the project ensuring the business case is strong
- Select the project team
- Provide strategic direction for the project team
- Develop and agree the Project Charter and scope
- Take an active role in the review steps
- Help the team overcome roadblocks
- Facilitate the identification of resources for the team as needed



Who is the course for?

- You would like to get a thorough grounding in the principles and practice of Lean Six Sigma and learn how these can be applied in your organisation
- You want to ensure Lean Six Sigma projects in your organisation are delivered effectively, efficiently and with tangible business benefits
- You would like to implement Lean, Lean Six Sigma or Continuous Improvement but don't know where to start or how to make it happen
- You know very little about process improvement or...
- You already have a lot of experience in process improvement and would like to understand how the techniques fit together in a powerful, systematic structure
- You are from a service, or manufacturing or public sector organisation

- You would like to become a British Quality Foundation Certified Lean Six Sigma Champion with the associated career enhancement opportunities

Learning Outcomes

This course teaches you how to select and sponsor improvement projects, providing support and strategic guidance to the Green and Black Belts project leaders. You will learn the fundamentals of the Lean Six Sigma DMAIC approach and the right questions to ask at each review stage. While the explicit focus is on the enabling and governing role of the Champion, the broad level of the additional content is that of Yellow Belt.

Outcomes for Your Business:

Lean Six Sigma projects improve business processes. They are too important to be “left to their own devices”. Projects which are actively sponsored are more successful, have higher completion rates, and deliver faster results.

Outcomes for Your Personal Development:

You will learn new ways to think about and manage process performance. You’ll be equipped to interact knowledgeably with Lean Six Sigma practitioners in your business. You can become recognised as a British Quality Foundation certified Lean Six Sigma Project Champion

Prerequisites

None – this course assumes no prior knowledge of Lean Six Sigma.

How can I take this course?

We deliver this course as a two-day in-house programme (virtual or face-to-face)

Support Pack

All delegates receive

- 12 months access to Catalyst’s online **Business Improvement Zone** – over 75 short videos recorded live in the classroom covering the entire Yellow Belt course content to help enhance your LSS knowledge
- Printed and pdf copies of the course slides
- Lean Six Sigma for Leaders – published by Wiley, written by Catalyst
- The Lean Six Sigma Improvement Journey Champions Guide
- The Lean Six Sigma Improvement Journey Pocket Guide
- The Managing Change Pocket Guide
- Project Storyboard Requirements Checklist
- Optionally, British Quality Foundation Lean Six Sigma exam

Follow-on Options

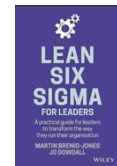
- British Quality Project Champion Certification
- Coaching Support for Champions
- Lean Six Sigma Project Team Member e-learning training pack
- Upgrade to Green or Black/ Business Black Belt

Why Choose Catalyst

- Catalyst is a specialist training consultancy focused on Business Improvement, not a generalist training business. We were established in 1995 and have trained many thousands of delegates with excellent customer feedback
- Catalyst's instructors are highly experienced subject-matter experts who have honed their skills in business and industry before becoming trainers
- Catalyst is the British Quality Foundation's primary Lean Six Sigma Partner - all of our courses and instructors up to Master Black Belt level are accredited by the BQF
- We are one of only two Lean Six Sigma training providers recommended by the Chartered Quality Institute
- Our courses are highly interactive and use relevant examples and case studies
- We are the authors of the best-selling Lean Six Sigma for Dummies as well as Lean Six Sigma for Leaders – published by Wiley.



Chartered Quality Institute



Lean Six Sigma Project Champions Course Contents

The content is the same for classroom and virtual programmes

Introduction:

- Introductions
- Key principles and foundations of Lean and Six Sigma
- Philosophy, Concepts and Benefits
- Managing Processes at different levels
- Creating the right environment
- Introduction to Change Management
- Developing a culture of continuous improvement
- Systems thinking & doing the right work
- Roles and Responsibilities
- Project Selection and Review
- Introducing the systematic approach (DMAIC)

The programme then follows the DMAIC (Define, Measure, Analyse, Improve, Control) phases focusing on the Champion's role through each phase covering relevant tools and techniques under each of these headings

Define

- Setting up a new project
- Establishing the Team
- The Improvement Charter
- Problem statements and Project Goals
- Developing the Business Case
- Scope
- Customers
- Stakeholder Management
- Change Management tools
- The importance of getting Define right
- Key questions for your team
- Review Meetings and governance

Measure

- Introduction to Measure – looking at processes and data by making them visual
- Process mapping: Process Stapling, Swimlanes and Value Stream Mapping
- Moments of Truth
- Data collection and the use of graphs and charts
- Output, Input and In-process measures
- Operational Definitions
- Understanding Variation
- Ensuring stakeholders are kept on board
- Key questions for your team

Analyse

- How the analyse phase works, being a detective and investigating
- Root Cause Problem Solving
- The Fishbone diagram and 5 whys
- Different types of Waste and Value add analysis
- Tools to identify the critical root causes
- Avoiding analysis paralysis – keeping the team on track
- Taking a pragmatic approach and moving on into the Improve phase
- Ensuring stakeholders are kept on board
- Key Questions for your team

Improve

- Introduction to the Improve phase steps
- Developing Solution ideas – using creative thinking methods
- Selecting the way forward - making decisions about solution options
- Supporting small scale pilot testing and providing resources
- Revisiting the make up of the team
- Recommendations for action – moving towards the make it happen phase
- Keeping stakeholders up to date and on board
- Key questions for your team

Control

- Introduction to the Control phase
- Focusing on implementation planning and making it happen
- The management of implementing solutions – who does what and when?
- Developing Solution ideas – using creative thinking methods
- Selecting the way forward - making decisions about solution options
- Transitioning to everyday operations and lean management
- Ongoing controls using LSS tools
- Recognition – it's down to you
- Key questions for your team
- Quantifying Business benefits
- Wrapping up the storyboard and communications
- Final Review

Catalyst offers British Quality Foundation accredited Lean Six Sigma training from Awareness through to Master Black Belt level including workshops for Executive Teams and Project Champions.