

# Course Description

## Basic Lean Management

### Beta Test of Executive Education Course

April 15 – May 13, 2021

This course brings the widely adopted Lean management system from the world of Toyota and other large corporations into the hands of owners and managers of virtually every type and size of service business. Built around the Lean VAISC learning model, this intensive four-week course offers hands-on experience with five fundamental Lean techniques which leaders can deploy to improve their company's performance, build a team of truly engaged employees, and create a less stressful work environment.

#### **Learning Objectives:**

- Understand the essential features and benefits of Lean management
- Gain hands-on experience with five high-value Lean management techniques
- Recognize how these five techniques make up a basic Lean management system
- Learn the three critical concepts of process, waste and flow
- Begin to break the dysfunctional habits of micromanagement and “workaroundism”
- Discover ways of building a trusting and respectful culture

**Who Will Benefit:** Business owners and managers who are responsible for the work of small to midsize groups (less than 100 employees) and who are actively seeking to find better ways of doing business.

**Prerequisites/Advanced Preparation:** None

**Delivery Method:** Instructor-Led, Live Online (Zoom); Email/Messaging Support

**Classes:** Classes will be conducted on Zoom every Thursday evening.

The format for each Zoom class is as follows:

6:30pm: Zoom session opens

6:30pm – 7:00pm: Optional reporting of prior week's trial experiences

7:00pm – 8:00pm: Presentation of core material

8:00pm – 8:30+pm: Optional Q&A, open discussion

8:30pm or later: Zoom session closes

#### **Technique Trials:**

- This class is built around learning through actual field trials of five key Lean management techniques. Under the guidance of the instructor, each participant will choose a particular work process to be the subject of these trials.
- Lean techniques will be covered in each Thursday evening Zoom class, after which participants will have the opportunity to try out the techniques at their own businesses.
- In between Zoom classes, the instructor will be available for consultation and a group email will be set up to allow for questions, comments and open discussion. Participants can also report on and discuss their trial results in the next Zoom class session.

**Fee:** Regular course fee is \$1,495 (waived for beta testers)