# LEAN Champions Programme

## (Skills Bootcamps)

| Duration / date | • Face-to-Face Training Sessions (6 x 7 hours):<br>    o Wednesday 21st January 2026<br>    o Wednesday 4th February 2026<br>    o Wednesday 18th February 2026<br>    o Wednesday 25th February 2026<br>    o Wednesday 11th March 2026<br>    o Wednesday 25th 2026 March<br>• Workplace Assignment & Workplace implementation: 24 hours |
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| **Delivery Method** | Face to face and workplace assignment (Face to face delivered at The Engineering Centre in Brighouse, HD6 1QF) |
| **Funded Cost** | • Fully funded for unemployed and self-employed individuals<br>• Part contribution required for employed individuals SME's (less than 250 employers) £450.00 & Large Employers (over 250 employers) £1,350.00. |

**Overview/Summary of course**

This course is designed to equip participants with the necessary knowledge, and skills to effectively lead and implement process improvement projects or programs using the Lean principles, methods, and tools. Our Lean Leader course shall cover the intermediate Lean concepts, tools, and techniques for identifying, reducing, or eliminating causes of process irregularities, overburden to employees, and process wastes.

By the end of the course, you will have a comprehensive understanding of the different Lean concepts and tools as applied in a project and implement these in a process to improve operational performance or utilise these and lead cross-functional Lean projects and programmes with the goal of improving overall business performance.

**Sessions 1 & 2**

**Modules Covered**
- Introduction
- The role of the Lean Leader
- Leadership & Management Principles
- Governance & Legal requirements
- Absence Management
- Understanding teal roles & responsibilities
- Effective Communications
- Managing Conflict

**Workplace assignment**
- Day in the life of (DILO)
- Setting up a Team meeting
- Communication Skills Self Reflection

**Session 3 & 4**

**Modules Covered**
- Introduction to Lean Thinking & CI
- Visual Management
- Performance Management

**Workplace assignment**
- Waste Walks
- Set up a piece of Visual Management
- Design a performance management system KPI's

**Sessions 5 & 6**

**Modules Covered**
- Team Level Problem Solving
- Workplace Routines
- Workload Planning
- Effective Decision Making
- Coaching Mentoring & Feedback
- Managing Upwards
- Managing Change
- Identifying future Improvements

**Workplace assignment**
- Team Level issue capture
- Workload Planning
- Workplace Routines

**Eligibility Criteria**

- **Age:** Participants must be 19 years old or older as of 31st August 2024
- **Residency:**
  - Participants must reside in **West Yorkshire and work at a Calderdale postcode business**, or;
  - Reside at a **Calderdale** postcode
- **Employment Status:** Participants should have the right to work in the UK.
- This Skills Bootcamps is designed for individuals who are unemployed or employed (looking to upskill or transition into a new role
- **Commitment:** Participants must be able to commit to the entire duration of the Skills Bootcamps and actively engage in all sessions and activities, all workplace assignments must be completed.

**If you are interested in booking this course and finding out whether you are eligible for the funding then please contact** skillsbootcamps@calderdale.ac.uk