

The Focused Team Leader

...facilitation skills for improving team performance and collaboration

Workshop Overview:

The Focused Team Leader (FTL) is a highly practical one or two-day workshop that provides the essential tools that are required for leading and guiding improvement teams to successful results. **FTL** provides a logical, step-by-step approach that will enable participants to help their teams identify and solve difficult organizational and team-related productivity and quality problems.

Workshop Objectives:

This workshop will help team leaders to...

- lead improvement teams using a systematic problem solving process
- assist their team in objectively diagnosing situations, choosing the most critical issue(s), and in identifying their root cause(s)
- develop the essential tools for getting their team off to a Quick Start and sustaining their momentum over time
- ensure that their team moves systematically from problem analysis to solution generation to plan formulation
- understand the dynamics of improvement teams and be able to assist team members resolve the barriers to their own team's effectiveness

Workshop Process:

This workshop uses highly interactive and experiential learning methods. Participants are actively involved in leading and facilitating meetings right from the start.

The workshop helps team leaders build the necessary skills to assist their team in...

- setting the appropriate ground rules to guide the team's improvement efforts
- selecting the most urgent issue(s) to focus on
- analyzing the issue to find the true root cause(s)
- selecting the "workable" solution(s) to address the situation
- formulating implementation strategies to create improvements
- establishing objective measures to gauge progress and end-results
- identifying and removing barriers to the team's effectiveness

Who Should Attend:

FTL is designed for technical contributors, managers or anyone who is responsible for leading/facilitating productivity and quality improvement teams and who have previously attended the "Problem Solving for Teams" or "Focused Problem Solving Skills."

Management Methods, Inc.

The Professionals Building • 49 Buckminster Road • Suite 201 • Brookline, MA 02445
Phone: 617.735.0006 • Fax: 928.832.3497 • Email: info@mmiproblemsolver.com