Gemba Academy Getting Started Roadmap

From defining the challenge to lean daily management and sustainment, proven first in a model line.

Timing is flexible: Stages can be deployed at the pace your organization deems workable. (60 -180 days) Your Gemba Academy team will help set the timeframe that fits your goals.

STAGE 1

DEFINE & ALIGN

- Introductory Topics
  16m | All
- Where Should We Start
  3m | SL
- How to Use the 90-Day Lean Roadmap
  4m | SL
- How to Get Executive Buy-in for Lean Initiatives
  3m | SL
- Change Management
  1h 53m | SL

GEMBA ACADEMY COACHING
Session 1 | 90 min

SL Define challenge, pick model line
SUP Baseline the model line
AS Hear the why

Define the Challenge
Challenge, KPIs and baseline, model line, roadmap board

STAGE 2

SEE & ENGAGE

- Creative Tension
  10m | SL, SUP
- Dealing with the Seven Deadly Wastes
  1h 17m | All
- Transforming Your Value Streams
  2h 57m, selected modules | SL
- Facilitation
  1h 6m | SUP
- Lean vs Six Sigma
  6m | SL | Optional

GEMBA ACADEMY COACHING
Session 2 | 45 min

SL Go and see, set the gap
SUP Join the walk, teach wastes
AS Waste walk in own area

Current State & Gap
Current state mapped, gap to goal, approach chosen

STAGE 3

IMPROVE & SOLVE

- 5S Workplace Productivity
  1h 25m | All
- Practical Problem Solving
  1h 39m | SUP, AS
- A3 Thinking
  1h 14m | SL, SUP
- Standard Work
  2h 2m | SL, SUP
- Culture of Kaizen
  1h 29m | SL

GEMBA ACADEMY COACHING
Session 3 | 45 min

SL Sponsor and coach PDCA
SUP Teach 5S, lead PDCA / A3
AS 5S the area, join PDCA

Close the Gap
5S in place, PDCA/A3 underway, first standard work

STAGE 4

BUILD DAILY MANAGEMENT

- Daily Management System
  21m | SL, SUP
- Visual Management
  58m | SL, SUP
- Daily Accountability Process
  59m | SL, SUP
- Leader Standard Work Essentials
  22m | SL, SUP
- Day in the Life of a Lean Supervisor
  43m | SUP

GEMBA ACADEMY COACHING
Sessions 4 & 5 | 60 + 45 min

SL Design system, teach LSW
SUP Build board, run huddle
AS Daily huddle, raise ideas

Daily Management Live
KPI board, daily huddles, leader standard work

STAGE 5

VERIFY AT THE GEMBA

- Gemba Walk Essentials
  38m | SL, SUP
- Process Confirmation
  44m | SL, SUP
- Coaching for Daily Management
  49m | SL

GEMBA ACADEMY COACHING
Session 6 | 30 min

SL Gemba walks, coach supervisors
SUP Process confirmation
AS Follow standards, self-audit

Leaders at the Gemba
Walks check the board, actions and standards

STAGE 6

SUSTAIN & SPREAD

- Create a Lean Learning Path
  3m | SL
- Review results vs baseline
  SL, SUP
- Set the sustain audit routine
  SL, SUP
- Report out and celebrate
  All
- Plan model line next steps
  SL

GEMBA ACADEMY COACHING
Session 7 | 45 min

SL Review results, plan the spread
SUP Present the report-out
AS Share results, Plus / Delta

Sustain & Spread
Results vs baseline, report-out, model line and spread plan

SL Senior Leaders SUP Supervisors AS Associates (taught by supervisors) 6 hours of Gemba Academy coaching with purchase Plus / Delta closes every stage *Click any course title to open it*