

Factory Management Day Agenda

Introductory Workshop – Implementing the Production Manager Role

Venue: Perth CBD

Date: Wednesday 16th October 2019

Start time	End Time	Details
08.20	08.30	Get ready to start
08.30	08.40	Welcome from Slipstream Coaching
08.40	9.15	<i>Introductions</i> Sharing - The most important thing I've Learned about being a Production Manager...so far Defining your "Value-Add"
9.15	10.45	<i>Managing the Factory: Part 1 - Simulation</i>
10.45	11.00	MORNING BREAK
11.00	12.15	<i>Managing the Factory: Part 2 – The Role</i>
12.15	12.45	<i>One Good Idea</i> Sharing with colleagues what works in your firm re Factory productivity
12.45	13.00	Cyber Security with Jack Kay from Practice Protect
13.00	13.45	LUNCH BREAK
13.45	14.45	<i>Introducing Change: 8 Critical Steps</i>
14.45	15.30	<i>Critical Routines: Daily... Weekly and Monthly</i>
15.30	16.00	90 Day Action Plan and/or working on your Factory Improvement priorities
16.00	16.30	Share your 90 Day Action Plans Complete your Feedback Forms Share your highlight of the day
16.30	17.00	Depart at leisure

Focus on the Production Manager Role

As explained in the accompanying Coach's Memo, we'll be focusing on increasing our appreciation for the impact a Production Manager can have on performance, productivity and profitability.

One Good Idea - sharing ideas with colleagues

There will be quite a theme running throughout the coaching day of sharing and learning with colleagues. At the start of the day, as a way of getting to know your colleagues, you will each be asked to share a personal learning since taking on this role.

Secondly, a centrepiece will be the session where everyone shares an idea which may be triggered by the morning activity and has improved your Firm's capability to *deliver the goods*.

If everyone walks away from the meeting with an increased appreciation for the value the Production Manager can have on your firm's performance and a number of practical tips, tools and techniques to improve their factory operations, then implements these ideas, the day will have a profound impact upon each firm in the Group – something to strive for!