



Training Within Industry (TWI) Job Instruction



Leverage your Lean Manufacturing Strategy for Workforce Development

How are you finding success accelerating workforce improvements and growth in your organization? Perhaps your front line supervisors and leads struggle to work to a specific standard, handle problems while they are still small, and continue to improve methods and keep employees safe?

Training Within Industry (TWI) is a dynamic training methodology that creates an environment in which jobs are performed the same way, by all team members and where problem solving is done at the operator level. TWI recognizes supervisors have five basic needs to be effective including Knowledge of the Work and Knowledge of Responsibilities. The needs for Knowledge are unique to each company and/or industry and are therefore provided locally. Supervisors also need Skills in order to perform within their role, regardless of their industry. TWI helps them develop these skills.

The Job Instruction (JI) module prepares supervisors to *quickly train employees to do a job correctly, safely, and conscientiously*. The objective of this module is to help supervisors develop a well-trained workforce.



Prepare your team for supervisory skills success!

Hands-on Training

Training is delivered in 2-hour sessions over five consecutive days, and is **limited to 10 participants** (trainers, team leads, and coaches). The training method emphasizes preparing the operator to learn, giving a proper demonstration while identifying the important steps and the key points of the job, having the operator perform a trial run, and tapering off coaching with intermittent follow-up. It is recommended an organization send 2 or more individuals.

Personalized Support

Once the training is completed IMEC will visit each company and provide two hours of one-on-one coaching with the participants. This will enhance the training by allowing the learners to apply the material to their actual workplace situations.

WHEN: April 16 - 20 | Classroom training 8:00AM - 10:00AM daily

COST: \$1399 per person - Includes training materials and individual, on-site coaching visits
Funding support for incumbent worker training may be available through the McHenry County Workforce Network or Illinois Manufacturers' Association, depending on company location and/or IMA membership.

WHERE: McHenry County Workforce Network Center, 500 Russel Court, Woodstock, IL 60098

REGISTER: Visit www.imec.org/event/twi-job-instruction-041618/

QUESTIONS: Contact Emily Lee at ELee@imec.org or 309-677-4633

