



Lean Construction Institute  
Transforming the Built Environment

LEAN CONSTRUCTION INSTITUTE

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*Improved Instructors Candidate*

# Improved Instructors Candidate

Dear **Improved Instructor Candidate**,

Thank you for your interest in being an Improved Instructor willing to represent LCI educating its members!

Improved Instructors are a key element in maintaining and improving LCI's Learning Modules. Continuous improvement is one of the six core tenets of Lean. As such, LCI requires that all instructors participate in the continuous evolution and development of our educational materials, improving both the industry and themselves along the way. This is meaning of being an "Improved Instructor."

## *Improved Instructors:*

- Are the only ones who are authorized to teach LCI Learning Modules via webinar or national/local training event
- Have access to LCI instructional materials
- Gain marketing opportunities and exposure to CoP members for their effort
- Are an important conduit for improving LCI course material and for sharing innovation
- Align with and will follow the Conditions of Satisfaction (CoS) developed for the role.

All Improved Instructors are required to uphold the following Conditions of Satisfaction for being an instructor using LCI Branded material and representing LCI at any LCI sponsored event including Congress, Design Forum, National or Local CoP Events and Webinars. *Not following the CoS will result in re-evaluation of the standing of the Instructor.*

## *Improved Instructor Conditions of Satisfaction (CoS):*

- Must be a Corporate, Vendor, Lean Consultant, CPA, Academic or Law Firm Member of LCI in good standing
- Will represent and uphold LCI's values and principles including the mission to create:
  - Fundamental Principles
  - Common Language aligned with LCI Glossary
  - Basic Practices
- Provide instructor and attendee feedback for continuous learning via plus/delta and LCI evaluation forms and/or surveys
- Will use LCI Learning Module materials for presentations at any LCI sponsored event including Congress, Design Forum, National or Local CoP Events and Webinars
- Corporate Member Improved Instructors may use the LCI Learning Modules for internal company training (training must be by the Improved Instructor)
- Recognizes that the Improved Instructor qualification is intended to ensure quality instructors for LCI materials and is not to be used to represent "certification" in any manner
- May personalize the LCI Learning Module deck to add stories and experiences for the participants,

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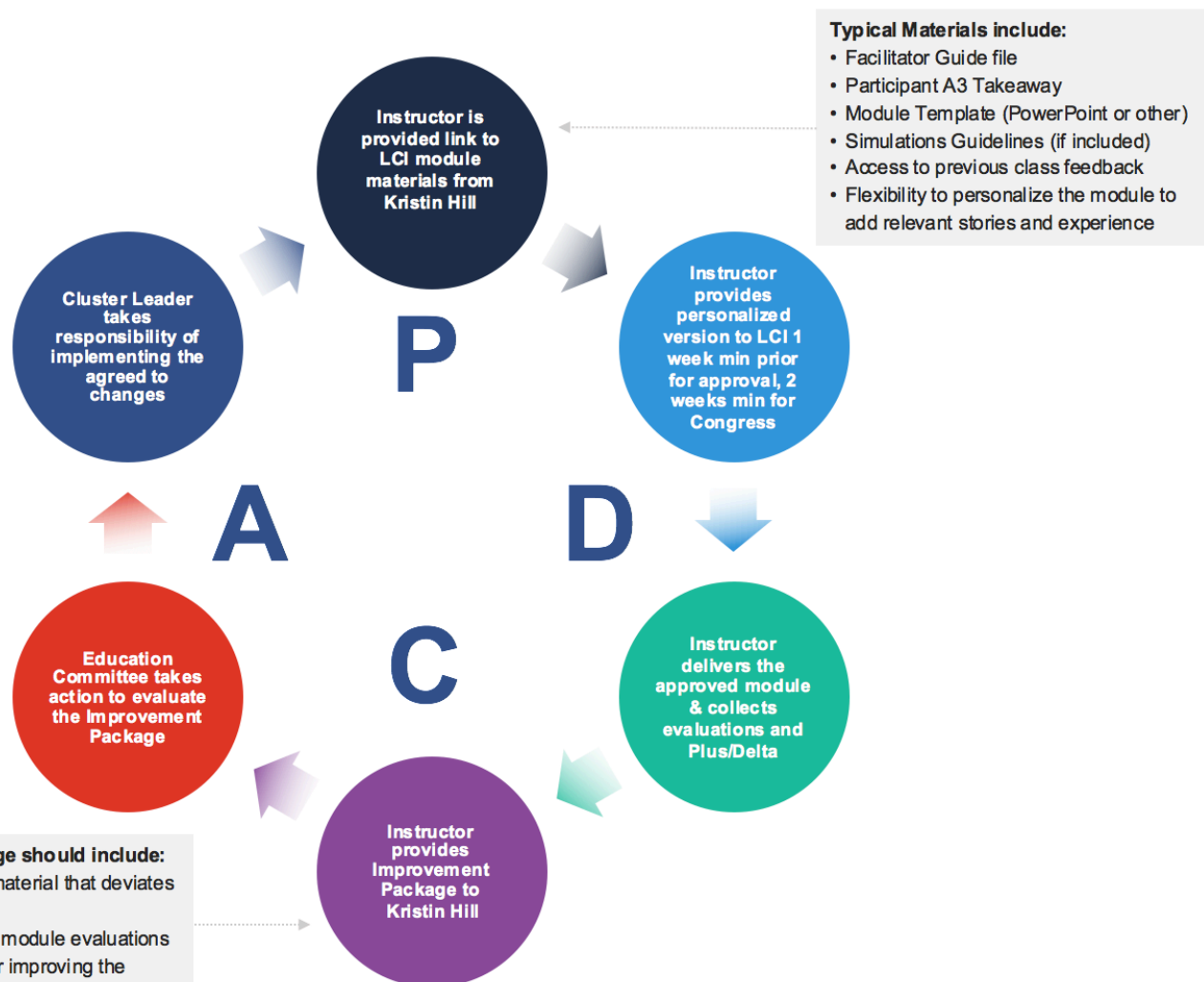
however will not deviate from values and principles noted above, nor will remove, hide or otherwise alter the standard slide deck

- Will work with event coordinators to ensure event budgets are met as relevant to their fees and travel expenses
- Will actively support their local CoP
- Will comply with an annual review and re-evaluation process to maintain status
- Will provide training as an extension of LCI, in alignment with above

Contact Kristin Hill at [Khill@LeanConstruction.org](mailto:Khill@LeanConstruction.org) for more information.

The remainder of this document outlines the Improved Instructor Process and contains the application.

## Continuous Improvement Cycle for LCI Courses



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## New Improved Instructor Approval Process

Application	Interview	Assessment	Presentation	Recommendation
<p>Prospect submits application to Kristin Hill  <a href="mailto:khill@leanconstruction.org">khill@leanconstruction.org</a></p> <p><i>Application implies alignment with CoS as outlined in handout</i></p> <p>Application reviewed:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Move to Interview Step</li> <li><input type="checkbox"/> Deferred</li> </ul>	<p>Initial interview with Kristin Hill</p> <p><i>Provide examples of your training work</i></p> <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Move to 2<sup>nd</sup> interview</li> <li><input type="checkbox"/> Deferred</li> </ul> <p><i>Prospect has 2<sup>nd</sup> interview with two Evaluation Panel (EVP) members in person or on phone</i></p> <p><u>EVP Recommendations:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Continue to specific Assessment Option</li> <li><input type="checkbox"/> Deferred</li> </ul>	<p>Options for proceeding to Presentation Step:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Trainer-in-training: Observe then co-lead specific training at event to gain approval to proceed</b></li> <li><input type="checkbox"/> Integral to development of LCI Learning Module</li> <li><input type="checkbox"/> Present LCI Learning Module to K Hill + 1 EVP via webinar or in person</li> <li><input type="checkbox"/> 3 EVP approvals based on their direct history or experience with prospect</li> </ul>	<p>Present at event with 2 EVP (or approved designees) present to evaluate per Evaluation Standards (separate document)</p> <p><u>EVP to Consider:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Evaluation by EVP</li> <li><input type="checkbox"/> Evaluations by Attendees</li> <li><input type="checkbox"/> Self-Assessment</li> </ul>	<p><u>EVP Recommends:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Accepted: Improved Instructor for specific LCI Learning Module in alignment with CoS</b></li> <li><input type="checkbox"/> <b>Deferred: Need to take additional action to meet Evaluation Standards. Offers of action may be provided by EVP</b></li> <li><input type="checkbox"/> LCI to update Instructors Roster and other materials</li> </ul>

# Improved Instructors Candidate

## LCI Improved Instructor Application

Thank you for your interest in applying to become an LCI Improved Instructor!

Please complete the application and email to Kristin Hill at [Khill@LeanConstruction.org](mailto:Khill@LeanConstruction.org)

### APPLICANT INFORMATION:


### DATE APPLIED:

Please check off the geographic regions in which are you available to teach:

<input type="checkbox"/> North East	<input type="checkbox"/> South East	<input type="checkbox"/> North Central	<input type="checkbox"/> South Central
<input type="checkbox"/> North West	<input type="checkbox"/> South West	<input type="checkbox"/> North West Coast	<input type="checkbox"/> South West Coast

Please check off what type of LCI Member you are:

<input type="checkbox"/> Corporate	<input type="checkbox"/> Lean Consultant	<input type="checkbox"/> Law Firm	<input type="checkbox"/> CPA	<input type="checkbox"/> Vendor	<input type="checkbox"/> Academic
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How long have you been practicing Lean?

Please indicate which of the LCI Learning Modules you feel you have the experience to teach and describe your relevant experience:

**Introduction to Lean Project Delivery:**       Yes    No

*This Learning Module is an overall general introduction to Lean principles, language and some practices. It includes “Make a Card” simulation, which leads to ah-ha learning similar to the Lego Airplane Simulation.*

How do you explain Lean as it relates to design and construction?

## RELEVANT EXPERIENCE & PRACTICAL APPLICATION:

**Mindset of an Effective Big Room:**       Yes    No

*This Learning Module is a deep dive into a Big Room. It focuses on how effective implementation supports optimization of Lean project delivery both during design and construction. The module unfolds by applying Big Room approaches while in action of learning about Big Rooms. It is a simulation in action and is very interactive with the participants.*

What is a key purpose of a Big Room?

Relevant experience & practical application:

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**Introduction to Last Planner® System:**     Yes     No

*This course is an overview of LPS as a “system” to be implemented at all of its 5 levels. The objective is to create awareness of LPS; why it is important and how it improves flow on projects. It includes Parade of Trades as a simulation.*

How long does it take for you to run a Parade of Trades simulation for 30 people?

What are some key takeaways of Parade of Trades simulation?

Relevant experience & practical application:

Please indicate which LCI Forum(s) you have attended previously (check as many as are applicable):

<input type="checkbox"/> LCI Congress	<input type="checkbox"/> LCI Design Forum	<input type="checkbox"/> LCI Community of Practice Event
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With which LCI CoP are you affiliated?

Please share with us why you want to be an Improved Instructor:

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## REFERENCES:

Please provide a minimum of three references who can speak about your competency in the Learning Module areas you checked yes above. When possible include another Improved Instructor, Education Committee member and/or CoP Core Group member.

### REFERENCE #1

How long have you known this person?	
Is reference a current member of LCI? <input type="checkbox"/> Yes <input type="checkbox"/> No	

### REFERENCE #2

How long have you known this person?	
Is reference a current member of LCI? <input type="checkbox"/> Yes <input type="checkbox"/> No	



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## REFERENCE #3

How long have you known this person?	
Is reference a current member of LCI? <input type="checkbox"/> Yes <input type="checkbox"/> No	