

Making More of the Morning Shift Meeting!

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The start of the day is the most important communication time of the day! What messages are your salary or hourly team receiving?

Is this the 'norm' for you and/or your team:

1. The only time you see your supervisor is when there is a problem?
2. The supervisor rushes through the area most days providing little to no direction: no ask of: How is it going? Do you have what you need? What should we be doing better?
3. Supervisor is too busy to consider improvement ideas.

If the above is a reality: do you really think the team you are **not** leading will go the extra mile for you or the customer in a pinch?

Sometimes the machine Operator gets the wrong idea from their Supervisor who gets the wrong idea from their Manager, and so on. Hey! You have the authority to break that chain. Many supervisors and managers miss the opportunity to set the stage for the next hours to be more productive. Think about how you want to be perceived and how you want to be managed. Your team is not much different than you and they take their cues from you. Ask your team for feedback.



Work to gain a little ground every day to come across as:

✓ Inspiring of top performance	✓ Set the priorities for what is important, what is not	✓ Motivating & builder of effective teams
✓ Provider of feedback on what went right yesterday and opportunities for the day	✓ Listen and address any barriers or bottlenecks we need to fix?	✓ Convey the importance of a quality job to our job security, company, and customer.
✓ Leader who sets the goals for today	✓ Understand & address the challenges	✓ Provide the vision of how the team will meet or beat the goals

Managers can be spread thin over large areas, different buildings and more. Where to start your thoughts on how to cope, adapt and grow to flourish:

- a) Areas far apart or many departments report to you: meet with each team at the same set time each day. Shift start, 10 minutes before or at the bell after break; some alternate which department they meet near the end of shift and meet with their other department at shift start the next day.
- b) Rotate who leads the morning meeting so all contribute and grow. If you are firefighting, you know the team will carry on using the example you have set.
- c) Make the meetings short, to the point with quick recognition of people that stepped up or beat expectations.

The points here are:

- Do your part to make the company what it should be. Anything less means you are going the wrong way.
- Communicate about What 's Important Now! (WIN)
- Get creative, put a little fun in it
- Encourage others' participation, genuine appreciation goes far
- Give direction and remember to listen

Even if your manager does not follow the above that well: you do what you can do! Start today, maintain, or improve on it.

One honest attempt at action to improve does better than a dozen passive gripes and whines.

Need help?

Contact Tim Angbrandt with NEO Manufacturing Experts for your Free Consultation.

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