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COURSE BROCHURE

# Three-Level Leadership Alignment Training Course

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Registered in the United Kingdom and Saudi Arabia

# Three-Level Leadership Alignment Training Course

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Three-Level Leadership Alignment is a 1-week training course for operations managers, department heads and supervisors turning annual intent into shift-level actions, ending with a three-level leadership alignment map. Volatile demand, flatter structures and real-time performance dashboards now expose any gap between boardroom priorities and the shop floor. Jupiter Prime Training offers this focused course in three-level leadership alignment across strategic, operational and tactical horizons.

## Why Three-Level Leadership Alignment Matters Now

Three pressures make the link between levels urgent. Customers and supply partners change requirements faster than annual budgets assume, so plans must flex within the quarter. Organisations have removed middle layers, leaving supervisors to translate priorities with less guidance. Where the levels connect, capacity flows to the priorities that matter and problems surface early; where they drift, teams chase conflicting targets and escalations clog senior diaries. The course draws on policy deployment with catchball dialogue, the balanced scorecard and the daily management system of tiered huddles.

## Who Gains Most from Three-Level Leadership Alignment

- Leaders accountable for converting business unit priorities into departmental targets and budgets
- Managers who run monthly and weekly performance reviews across several shifts or service lines
- Supervisors responsible for daily output, staffing and first-line problem escalation
- Planning and improvement leads who maintain KPI trees, visual boards and action trackers
- Function heads in support areas that must synchronise with operations

A department head attending with two or three of their supervisors gains most, redesigning their own huddle rhythm on the spot.

## Three-Level Leadership Alignment Capabilities

Participants connect the long horizon, the monthly plan and the shift, tracing each top target to a named floor action.

- Translate a strategic priority into breakthrough objectives and annual departmental targets — business unit leadership
- Design a KPI tree that links lagging results to leading shift measures — performance owners
- Specify a tiered huddle structure with agenda, duration and escalation triggers — supervisors and department heads
- Assign decision rights with a responsibility matrix for recurring operational calls — cross-functional peers
- Apply countermeasure tracking and A3 problem summaries to close performance gaps — improvement leads
- Build an alignment map showing how goals, measures and meetings connect across levels — senior sponsors

## Key Three-Level Leadership Alignment Terms

- Policy deployment — converting a few long-range priorities into linked objectives at each level.
- Catchball — a two-way exchange in which targets pass up and down levels until those accountable agree they are achievable.
- KPI tree — a diagram that breaks a top-level result into the operational and shift measures that drive it.
- Tiered huddle — a short, standing performance meeting held at successive levels, each feeding issues to the one above.
- Decision rights — the agreed allocation of who proposes, approves and is consulted on a recurring decision.
- Leading indicator — a measure that changes before the outcome it predicts, giving time to act.

## Three-Level Leadership Alignment Day by Day

## Day 1: Seeing the Three Horizons of Leadership

- Strategic, Operational and Tactical Horizons — Which Decisions Belong Where
- Value Stream Walk From Customer Order to Delivery — Bottleneck Visibility
- Balanced Scorecard Perspectives — Coverage of Financial and Customer Aims
- Leadership Span and Layer Mapping — Gaps After Delayering
- Misalignment Symptoms Diagnostic — Conflicting Targets and Escalation Overload

## Day 2: Deploying Priorities Through the Levels

- Policy Deployment Matrix — Linking Breakthrough Objectives to Annual Targets
- Catchball Dialogue Between Levels — Feasibility and Ownership of Targets
- Rolling Quarterly Operating Plans — Flexing Capacity Within the Year
- Resource and Budget Allocation Rules — Trade-Offs Between Competing Priorities
- Strategic Initiative Portfolio Screening — Stopping Low-Priority Projects

## Day 3: Measures That Travel From Boardroom to Shift

- KPI Tree Construction — Connecting Results to Shift-Level Drivers
- Leading Versus Lagging Indicators — Early Warning on Output and Service
- Target Setting With Control Limits — Separating Signal From Noise
- Visual Performance Boards — What Each Tier Displays Daily
- Dashboard Ownership and Refresh Cadence — Accountability for Each Measure

## Day 4: Running the Daily Management System

- Tiered Huddle Design and Standard Agenda — Speed of Issue Escalation
- Responsibility Matrix for Recurring Calls — Decision Rights at Each Tier
- Escalation Triggers and Response Times — When Problems Move Upward
- A3 Problem Summaries and Countermeasure Trackers — Closing Performance Gaps
- Leader Standard Work and Gemba Routines — Time Split Across Horizons

## Day 5: Practising the Three-Level Leadership Alignment Map

- Manufacturing Case Using the Policy Deployment Matrix — Target Cascade Check
- Service Operations Case Using KPI Trees and Huddles — Escalation Path Test
- Decision Rights Simulation With Shifting Demand — Authority Under Pressure
- Communication Plan for Priorities and Results — Messages Each Tier Receives
- Three-Level Leadership Alignment Map — Linking Goals, Measures and Meetings

## Applying Three-Level Leadership Alignment After the Course

- Redraw one department's KPI tree with its supervisors, marking which leading indicator each shift board will display from the following week.
- Pilot a two-tier huddle sequence for a single value stream, with written escalation triggers and a countermeasure tracker reviewed at each meeting.

## Three-Level Leadership Alignment Questions FAQ

### What is three-level leadership alignment and why does it matter now?

It is the practice of linking strategic priorities, operational plans and tactical shift actions. It matters now because volatile demand and flatter structures leave less room for drift between levels.

### Which roles gain most from three-level leadership alignment training?

Operations managers, department heads and supervisors gain most. Their choices on measures, meetings and decision rights decide whether strategy reaches the floor.

### How does three-level leadership alignment training differ from a longer leadership course on the same theme?

This 1-week edition concentrates on the working mechanics: KPI trees, tiered huddles and responsibility matrices. A longer edition adds leadership behaviour and uncertainty.

## What do you bring back from three-level leadership alignment training?

You bring back an alignment map for your area. It shows how one strategic priority becomes departmental targets, shift measures, huddle agendas and named decision owners.

## Three-Level Leadership Alignment: The Way Forward

The three-level leadership alignment map first informs which targets each tier will own in the next quarterly operating plan. Department heads brief supervisors with it, and sponsors spot priorities lacking a measure or meeting. After the first quarter, revisit the escalation triggers, since they reveal where decision rights sit too high or too low.