

HELPING SMALL-BUSINESS OWNERS



START their business



GROW their business



EXIT their business
(Sale or Succession)

HOW I HELP MY CLIENTS



Guide
**BUSINESS PLANNING
& EXECUTION**



Create clarity in
**ORGANIZATIONAL
STRUCTURE**



Improve
**MANAGEMENT
PRACTICES**



Improve
**OPERATIONAL
EFFICIENCIES**

OUTCOME FOR THE CLIENT



Increased
**PROFITABILITY &
VALUE** of the business



Better
WORK-LIFE BALANCE
for the owner



Improved
SELLABILITY
of the business



Successful
SUCCESSION
to the kids

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Business Coach

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Jaap (pronounced “Yaap”) is a Business Coach, focussed on the Operations (the “inner workings”) of SME’s and other organizations: Processes, Organizational Structure and Management Practices.

Based on 30 years of experience in Engineering & Operations, Project Management, LEAN and Business, Jaap brings a practical, effective & fun approach to helping his clients develop clear future Goals, identify current internal weaknesses and implement a comprehensive Continuous Improvement (CI) program to improve Operational Efficiencies, Productivity, Retention and achieve Transformational Change in general.

His ultimate purpose is to help Business Owners improve the Value & Sellability of their business, reduce stress and improve their work-life balance.

Jaap is married, has 2 young-adult aged children. He stays active by going to the gym, running & kayaking, he plays drums & djembe, dabbles in hobbies like wood carving & pottery and is an avid reader. He has served as volunteer Treasurer for community organizations and is a Volunteer Advisor with the Canadian Executive Services Organization (CESO) working with entrepreneurs & community organizations in Developing Countries and with Canada’s First Nations.



OPERATIONAL EFFICIENCIES

My clients have unique challenges and different needs.
I therefore offer a fully customizable program for collaboration.

1 Discovery meeting (no charge)

This is a first meeting to get to know each other:

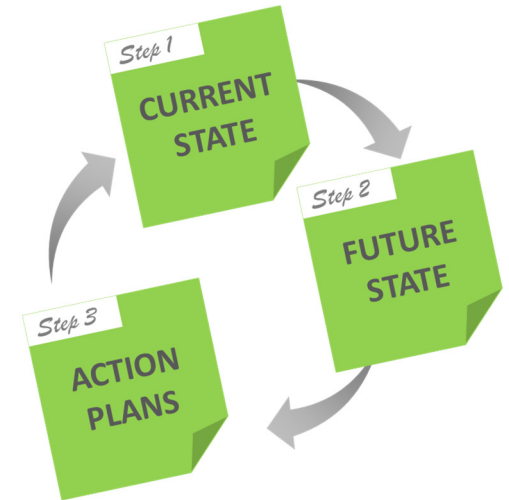
- ✓ I clarify my general approach and specific components
- ✓ You explain your current challenges and objectives
- ✓ Together we determine a plan to collaborate

2 Develop your Plan

- ✓ Various brainstorms to assess your Current State
- ✓ Define your Goals (Future State)
- ✓ Create an Action Plan for all areas of your business

3 Improve the Business

- ✓ Initiate & guide implementation of improvements in your Organizational Structure, Management Practices and Operational Efficiencies



Statistics show that businesses that run from a **written plan** are **30-50% more successful** than those that don't.



Toolbox & Workshops

- Transformation Map
- Organizational Structure & RACI
- Key Performance Indicators (KPI's)
- Process Mapping
- Problem Brainstorm
- Intro to LEAN, the 8-Wastes
- 5S & Gemba walk
- Root Cause Analysis
- NCR's (Non-Conformance Reports)
- T-SWOT
- Theory of Constraint / bottlenecks
- The art of Prioritizing
- Managing staff to mutual benefit
- Online Task-Management Tools
- Business Model Canvas
- Project Management



Coaching Sessions can be:

- A combination of in-person / on-line
- with the owner, with management, or workshops/brainstorms with larger teams
- used to introduce new concepts, and follow-up on previous actions

Frequency:

- Weekly / Bi-weekly
- Monthly
- On-demand



A key objective is to increase the **VALUE** of your business.

Key Business Value Drivers

1. Financial Performance & Reporting
2. Growth & Growth Potential
3. Working Capital
4. Recurring Revenue
5. Competitive Advantage
6. Customer Satisfaction, Brand Recognition
7. Reliance on select Clients
8. **Reliance on Owner** (or select Employees)
9. **Systems and Processes**

Interested? Questions?

Contact me:

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LinkedIn 

ROOTS, ROCKS & RESULTS !

8-WEEK PROGRAM TO KICK-START YOUR OPERATIONAL IMPROVEMENTS

You are a Business Owner, and you want to:

- Improve Productivity, Profitability, Quality, Staff Retention?
- Reduce Production Losses, Customer Complaints, Overtime, Personal Stress?

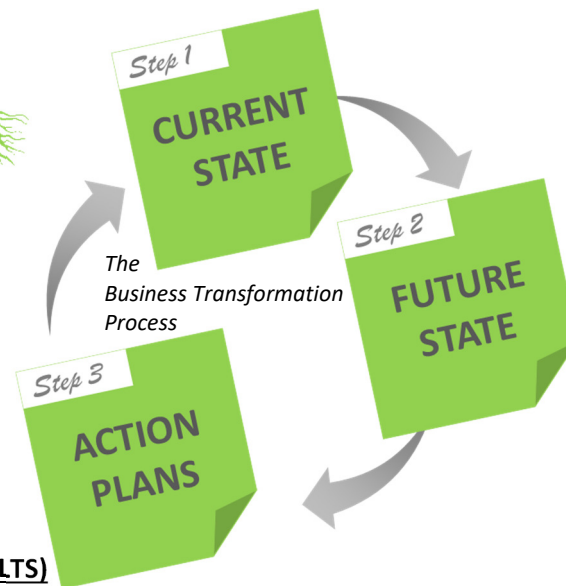
This proven, comprehensive, 8-week program will kick-start your Continuous Improvement Program!

Step 1: Current State (ROOTS)

An intense 2-day retreat to establish the Current State of your business. This will be the **ROOTS**, or foundation of your improvement program.

Interactive workshops include:

- Process Mapping
- Open Brainstorms
- Root Cause Analysis
- Organizational Structure
- Introduction to LEAN & 5S



Step 2: Goals (ROCKS)



We'll define your goals, from your future "Big Hairy Audacious Goal" (BHAG) to your **ROCKS** (3-month goals).

And, we'll establish your relevant **Key Performance Indicators (KPI's)** so you can measure your progress.

Step 3 – Action Plan & Execution (RESULTS)

During the rest of the program, we'll work together to gain **RESULTS**:

- Based on the prior assessments, we will create your comprehensive **Action Plan**
- You will receive a customized & functional **KPI Dashboard**
- We will implement a process for managing your CI-Program
- I will help you start executing the program to gain experience and complete some Quick-Wins
- We'll add more training on applicable industry & managerial topics, as needed (e.g. Project Management, Lean, Constraints, Performance Reviews, SWOT).



Program Details

Duration: 8 weeks

Content: interactive brainstorms, educational sessions and hands-on implementation.

Format: combination of onsite & online

Wk 1 - Discovery meeting

Wk 2 - Roots & Rocks: 2-day intensive onsite "retreat"

Wk 3-8 - Results: Action Plan Implementation

Outcome

A fully loaded, up-and-running comprehensive and sustainable **Continuous Improvement program** incl a functional **KPI Dashboard**, that will vastly improve your Operational Efficiencies, transform your business, and give you much-deserved peace of mind.

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