

# Field Leadership in Oil & Gas Extraction & Production

# COURSE MODULES

*This course is comprised of six modules taught in a 2.5 day format with the last half day devoted to a capstone experience designed as a simultaneous operation (SIMOP).*

## Module I. Interpersonal Behaviors

**Outcome:** Explain why adapting one's social style can improve work outcomes when supervising crews.

**Participants will:**

1. Determine his or her social style preferences,
2. Explain how different social styles may interact with the styles of others,
3. Demonstrate the ability to adapt and engage workers with different social styles, gender, values, or culture, and
4. Explain which methods should be used when adapting social styles based on the situation and the styles of others involved.

## Module II. Developing Worker Potential

**Outcome:** Demonstrate the ability to effectively instruct, mentor, and support workers to achieve work goals.

**Participants will:**

1. Discuss and demonstrate effective tactics for building rapport with workers,
2. Demonstrate the ability to identify and select informal leaders among the crew, and
3. Explain how to integrate training, mentoring, and assessment techniques to develop worker potential and improve work outcomes.

## Module III. Problem Solving and Conflict Resolution

**Outcome:** Demonstrate the ability to anticipate and diffuse issues or potential problems as a strategy to reduce conflict.

**Participants will:**

1. Identify work site situations that can lead to conflicting values and behaviors,
2. Discuss how clear and consistent communication of expected work place behaviors and procedures can reduce or prevent conflict,
3. Demonstrate the ability to identify, address, and prioritize conflict situations and facilitate solutions, and
4. Discuss how to use the steps involved in conflict resolution for personal and organizational growth and development.

## Module IV. Process Improvement Skills

**Outcome:** Discuss the role of the field supervisor in reducing loss and improving processes.

**Participants will:**

1. Explain the role of the field supervisor in the company's loss control program,
2. Discuss process improvement skills and methods to measure progress,
3. Identify worksite concerns and the steps a field supervisor could take to correct the situation, and
4. Identify strategies that can directly address causal factors reflected in organizations' leading and lagging indicators.

## Module V. Job Planning

**Outcome:** Demonstrate the relationship between job planning and improved work outcomes.

**Participants will:**

1. Discuss the various job planning tools used in oil and gas E&P and the purpose for which the tools are designed,
2. Demonstrate the use of planning tools when completing job task exercises,
3. Describe methods to engage workers in the job planning process of job tasks common in the oil and gas industry, and
4. Conduct after-action debrief exercises to explain the impact of the planning process to the job execution and how the job outcome was affected by the planning stage.

## Module VI. Simultaneous Operations

**Outcome:** Demonstrate effective leadership and communication skills while conducting a simultaneous operation.

**Participants will:**

1. Discuss the use of appropriate job planning tools based on the job tasks to be performed,
2. Demonstrate mentoring and coaching skills while conducting a simultaneous operation,
3. Explain why skills in problem solving and conflict resolution are important on multi-contractor worksites during simultaneous operation, and
4. Analyze the planning and task completions involved in the SIMOP exercise and identify areas where improvements can be made.