



Managing People in Projects

Introduction

This course brings focus to the aspects of people and team management in a project manager's role. People management is a key to project management success within organisations as most project team members are not dedicated solely to a single project and report to other line or project managers. This course presents, for you to consider, practise, and subsequently implement, the key people management skills and processes.

Course objectives

At the conclusion of the course you, will be able to:

- Identify and outline the key action areas for managing people in project
- Define generic roles and negotiate specific roles for people in project
- Successfully recruit and select team members
- Develop, organise and prove training and development to team members
- Outline strategies to apply when people motivation is necessary
- Outline strategies for building teams
- Provide appropriate leadership to the project team
- Implement strategies for improving influence and better understand power and political processes within organisations

Who should attend the project management course?

Many people benefit from improved project management skills but this course is more specifically for people with considerable project management experience. The people who will benefit most from the workshop fall into two general categories:

- operational and management staff responsible for project management who have already managed a number of projects
- project managers who need to develop their basic project management skills in order to manage larger, more complex, or higher risk projects

The focus of the course is on improving existing project management skills.

What is the format for the course?

The format of the course is structured so that you will:

- learn a range of concepts, models, processes and skills and be introduced through presentation and discussion to a number of theories
- practise using the processes and skills, and applying the theories to a number of case studies and exercises
- get constructive feedback

This practice will help you apply the processes and functions and prepare you for full application back in your work environment.





Pre-requisites

This course is not introductory, and assumes participants have the knowledge of concepts and processes covered in the Managing Projects in Organisations Course. If you are unsure then the best option is to undertake that other course before enrolling in this course.

Special needs?

If you need to outline special needs, or would like to clarify information about the course, please call Nathan Polley on 03 9380 7777: Or send an email to nathanp@moreland-grp.com.au. We look forward to meeting you at the course and trust you will find the whole experience valuable.

Measure of success

We know the investment of two days of your time is considerable in these busy times. To us, success for the course is that participants leave at its conclusion primed with ideas they will use immediately, and acknowledging the usefulness and practicality of their two days in the course.

We are sure this will be your view but if it is not, please advise the facilitator during the course so that your concerns can be addressed.



Course program

Day one

Individuals, groups and organisations

- PM issues/ principles
- project organisation
- establishing roles
 - generic role
 - negotiating roles
 - role conflict

Recruiting and selecting project team members

- roles and descriptions
- capability determination
- best 'fit'
 - team balance
 - DPA

Training and Developing individuals

- specifying capability requirements
- determining gaps
- development intervention/ options
- continuous learning
 - the learning project

Motivating Individuals

- short and long term strategies for getting results from people

Close

Day Two

Turning Groups into Teams

- why teams?
- definition
- elements of team work

Building and Maintaining Project Teams

- exercise
- stages of team development
- strategies for building teams
- strategies for maintaining project teams

Leadership

- direct reports
- project reports
- directing behaviours
- supporting behaviours
- counselling/ problem solving techniques

Power and Politics in Project Management

- facilitating and influencing within the organisation
- building better Project Management through better sub-project management
- empowerment

Close