> "The P in 'PM' is as much about people management as it is about project management."
>
> Cornelius Fichtner
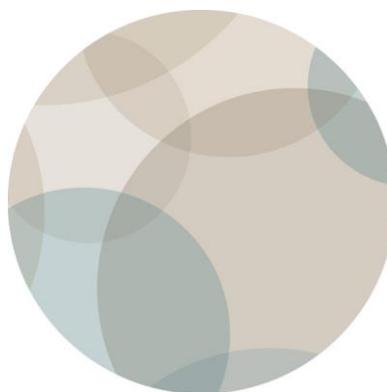
LEARNING OUTCOMES

At the end of this workshop you will be able to:

- Apply the policy project management lifecycle and relate the roles and responsibilities to policy projects
- Define a policy project scope and use planning techniques
- Describe stakeholder analysis and relationship management techniques
- Explain the leadership and people management requirements that are particular to policy projects
- Apply tools and techniques to manage and control a project through all its stages

INVESTMENT

$1,400 (excl GST) Each participant receives a full set of training notes – your own comprehensive 'go to' guide to project management.

WORKSHOP DETAILS

TIME: Two consecutive days, from 9.00am to 4.30pm.

VENUE: Fusion, Level 4, 85 The Terrace, Wellington

DATES: For current dates see the website or get in touch

FOR BOOKINGS

Email: info@tregaskisbrown.co.nz

Phone: 04 499 9363

Visit: www.tregaskisbrown.co.nz

THE POLICY PROJECT MANAGEMENT DIFFERENCE

The Policy Project Management Workshop is a two-day workshop covering the nuts and bolts of managing a policy project successfully. It's a great way for you to build capability and confidence in this important role – and to use a consistent approach for projects. The workshop is a practical course providing useful skills and tools you can use straight away.

WHO WILL BENEFIT

The Policy Project Management Workshop is perfect for policy analysts, those engaged in policy development or stakeholders contributing to the project.

AN APPLIED LEARNING APPROACH

The course is lively, interactive and varied. Learning is collaborative and you will have the chance to share ideas and work on solutions with other participants.

TOPICS

- What is a project and common reasons for project failure
- Policy project management lifecycle and processes
- Project management roles and responsibilities
- The traits of effective project leaders
- Project planning first steps – benefits, purpose, objectives, critical success factors and scope
- Policy projects: stakeholder analysis techniques
- Product-based planning
- Sequencing and identifying tasks
- Estimating and producing a project schedule
- Understanding and using the Triple Constraints Triangle
- Project controls: risk management, reporting, quality control, managing issues and change
- Closing a project

CANCELLATION POLICY

If you can't attend, you may send a substitute attendee. Please advise us of the attendee's name as soon as possible. If you cancel between 10 and 6 days before the course start date, 50% of the fee will be refunded. If you cancel with less than 5 days' notice there will be no refund.

Tregaskis Brown
strategy to action