

Workshop Outline



“Your Project Management Knowledge Connection”

Collaborators In Knowledge Inc. | E: learning@ciki.ca | W: www.ciki.ca

OVERVIEW

Project teams today reflect the complex realities of our global business environment: cultural diversity, geographical barriers and the multitude of enterprise environmental factors that influence project success. Project and Program Managers must find ways to overcome these complexities and forge teams that become productive rapidly.

In this workshop, you will gain a solid understanding of the leadership roles and challenges facing Project Managers. Since no one leadership style works in all circumstances, you will assess your current style and explore ways to adapt it to suit the situation. You will also learn skills for building, inspiring and leading a project team that pulls together towards a common goal, no matter what their individual differences.

AUDIENCE

This workshop is intended for Project Managers, Program Managers, Team Leaders and PMO Managers who manage projects in an organizational context and who want to improve project outcomes by building and rebuilding more productive teams rapidly. The workshop is very hands-on, hence it is recommended to limit to a maximum of 16 participants.

BENEFITS – HONE YOUR LEADERSHIP SKILLS & FORGE COHESIVE PROJECT TEAMS RAPIDLY

- Understand the internal and external dynamics affecting project teams today
- Identify your current preferred leadership styles and practices
- Assess cultural and language issues that can impact team problem solving
- Collaborate more effectively with team members regardless of location
- Strengthen team productivity, thereby improving company profitability
- Respond quickly to team conflict, and turn conflict into a positive source
- Promote collaborative group decision-making behaviours
- Alter the way you measure team performance
- Lead through all stages of team development
- Influence, motivate and develop people with very different backgrounds, personalities and priorities than your own
- Improve the way you build and sustain teams
- Choose an appropriate leadership style based on the situation

FORMAT

The hands-on format features interactive discussion, action-learning and team simulated exercises. You will be grouped into teams that will work together in “real-world” project environments. Each team will use the tools and techniques presented in the workshop, enabling you to experience the process of collaborating and creating team synergy and see their effectiveness firsthand. In addition, hand-outs are provided for reference, dialogue sessions and reviews are conducted for experience and idea sharing, and guided feedback from the Workshop Leader to reinforce learning. In addition, you will complete an individual Leadership Styles Inventory that provides you with clear insights into your preferred team leadership and management style, allowing you to build a personal leadership development plan. This format will enable you to immediately improve your team building skills back at work.

TAKE-AWAYS

- Reference Manual
- Hand-Outs and Templates
- Individual Leadership Styles Inventory Assessment
- 14 PMI® Professional Development Units (PDUs)
- Website & Book References
- Certificate of Completion

COURSE CONTENT

Introduction

- Workshop Guidelines
- Introductions
- Workshop Objectives, Format & Agenda

Project Leadership Framework

- Project Team Member Definition
- Leadership Versus Management
- Project Leadership
- Signs of Good vs. Poor Leadership
- Understanding a Leader's Positive Traits & Yours
- Pitfalls of Leadership

Leading Project Teams

- Project Leadership Key Roles
- Establishing Your Leadership
- Setting Direction
- Aligning People With the Vision
- Motivating and Inspiring the Project Teams
- Guiding During Crisis
- Changing Your Leadership Style
- Guiding Principles



Inquire About Our
Customized Workshop
Solutions

Developing Project Teams

- Characteristics of Effective Teams
- Stages of Team Development
- Creating Conditions for Success – Rapid Team Development Components
- Managing Team Performance
- Overcoming the Key Dysfunctions of a Team
- Guiding Principles

Managing Project Team Conflict

- Project Conflict
- Benefits of Conflict
- Collaborative Group Decision-Making Processes

Improve Your Leadership Style

- Assessing and Honing Your Leadership Style
- Identifying and Strengthening Your Communication Style

Workshop Conclusion

- Avoiding the Mistakes of the Past - Tips to Remember
- Individual Opportunities for Improvement





Inquire About Our Customized Workshop Solutions

If your business requires confidentiality or a tailored approach to your business, a customized approach is available, email learning@ciki.ca.

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