

## People Management Skills for Project Managers

**Target Audience:** Project Sponsors, Senior Project/Business Owners, Programme Managers, Project Managers, Workstream leaders – all project participants that are leading a team of people on the project.

### Key Learning Outcomes

- Understand the scope and boundaries of your people management role on the project.
- Discover how to use influencing skills to achieve outcomes when people do not directly report to you.
- Know how to keep your project team focused and energised throughout the project life cycle, particularly for long challenging projects and in stressful situations.
- Learn how to work with the line managers to uplift your team's performance and harness their potential.
- Explore ways of dealing with difficult people and situations on your projects.
- Improve your ability and confidence in leading project teams through effective people management.

### Course Experience

- ✓ Theory: Latest best practice
- ✓ Team discussions
- ✓ Individual and group exercises
- ✓ Case studies
- ✓ Technique application practice
- ✓ Personal action planning

## Course Outline

### MORNING SESSION

#### Your Leadership Role on the Project

- Your Role as a People Manager within the Project
- Leading through Influencing Power vs. Managing from Positional Power
- Flexing Your Leadership Style

#### Keeping the Team Purposeful

- Characteristics of High Performing Project Teams
- How to Keep the Team Focused
- Keeping the Team Motivated and Engaged
- Identifying and Managing Stress in the Team

#### Managing Individual and Team Performance

- Working with the Line Manager
- Plotting Individual Project Performance and Potential
- Identifying and Managing Your High Performers and Under-Performers on the Project

### AFTERNOON SESSION

#### Dealing with Difficult People and Situations

- Giving Negative Feedback on Project Performance
- Managing Conflict on the Project
- Dealing with Resistance to Change

#### Keys to Success

- Tips for Managing People Across Multiple Geographical Regions
- Creating a Strong Team Identity for Each Project
- Building Trust in the Team
- Personal Action Planning

“ **Excellent Project Managers** have two key strengths: **excellent people management skills** and **excellent time management skills.** ”

*Emanuela Giangregorio*

**Pre-Course Work:** Completion of Pre-Course Questionnaire

**Course Material:** Includes facilitator's slides, exercise worksheets, background reading/articles and recommended books

**Ideal Number of Participants:** 9

**Maximum:** 12

**Minimum:** 4