



## ONE-DAY WORKSHOP

# PRACTICAL PROJECT MANAGEMENT FOR MEMBERS AND OFFICERS

### Introduction

This one-day learning module will provide participants with the project management approach and governance arrangements that will help any project in becoming successful.

The approach allows flexibility by being both pragmatic and robust enough to cover all typical projects. This flexibility is essential to the success of all projects.

There is an electronic guide containing **60 Tools, 40 Templates and the Core Methods** that will be referred to and accessed throughout the day.

The module will focus on:

- Project Management Approach
- Sponsorship
- Benefits Realisation
- Planning and Control
- Monitoring and Measuring
- Teamwork
- Tools and Techniques
- Documentation
- Delivering Successful Outputs

### Content

The workshop will be as pragmatic as possible and tailored to your organisation – based around practical exercises.

Participants will be given free access to the electronic tools, templates and examples when they have completed the workshop.

### Evaluation

There will be an evaluation exercise at the end of the day and a follow-up at six months to see how things are going.

### Workshop Facilitator

David Leask, Consultant, NEREO.

### Further Details

For further information, or to book an event, please contact Maureen O’Keefe on 0191 2493874 or email [mokeefe@nereo.gov.uk](mailto:mokeefe@nereo.gov.uk)