

Managing Teams in a Project Environment

Important announcement from Dominic Moss; Director of Projectability: [Click Here to Read](#)

For Project Management Training & Courses see wellingtonetraining.co.uk.

Course Description

People management skills are frequently overlooked due to a bias upon technical skills amongst project managers. However acquiring effective people management, team management, influencing and communication skills can enable project managers secure the commitment of their project team and obtain the performance required to successfully realise project objectives.

Experienced or new project managers who wish to develop their people management skills whether they are managing team members working full time on the project or who have other responsibilities and demands on their time will benefit from attending this course.

Booking Details

This course can be delivered at your offices, our offices or a suitable 3rd party location. Call us on 01753 621200 or email us to request information on how to book this course.

to register your interest

Pricing - £600.00 per person attending this 2 day course, we recommend that a minimum of 2 people from your organisation attend this training. Ask us about discounts for larger groups. Prices exclude VAT at the prevailing rate.

Location - either "in-house" , at our Harpenden offices or a suitable 3rd party venue.

Course Duration

2 Days – training can be delivered either at your place of work, our offices or a suitable 3rd party venue.

Pre-Requisites

A basic knowledge of Project Management techniques is useful but not essential. Familiarity with Microsoft Project is also useful but not mandatory.

Participants on this course will learn about:

The Project Manager's role

- appreciate the importance of running a successful project to the organisation
- communicate the importance of people management in projects
- identify the skills required to manage people when running a project
- how to understand their responsibilities for managing people

Leadership styles in the project environment

- identify the types of leadership style available
- explore the criteria for determining which style is appropriate
- employ a leadership style during each stage of the projects life-cycle

Establishing the project team

- appreciate the difference between a project team and a work team
- explore how to map the project team
- identify the stages of team development
- establish and promote team roles

Directing the individuals in projects

- establish objectives for team members
- define a method for effective delegation
- identify the dos and don'ts of delegation

Motivating individuals to achieve project objectives

- appreciate and avoid de-motivational influences
- establish and maintain motivation after setbacks have been encountered
- employ recognition within the project to motivate team members

Influential and persuasive communication

- acquire persuasive communication skills to obtain buy-in from team members and stakeholders
- learn techniques to ensure your communication is clear, concise and clearly understood
- identify and develop a more active and effective listening process
- enhance your questioning skills

Difficult situations – influencing senior managers successfully

- communicate challenging or sensitive messages and minimising conflict
- manage conflict and dealing with difficult situations and people

Managing stress in yourself and others

- define stress and its causes
- recognise the causes and symptoms of stress in yourself and others
- identify how personality type can affect an individual's ability to cope with stress
- recognise the five stages of stress management and how reframing can help limit stressful responses
- state practical methods for reducing stress in yourself and others

Course Outline

- Establish personal objectives for the course
- Who is included in the project team?
- What problems do you experience?
- The importance of your success as a project manager
- What is project management?

- • The differences between line management and project management
- • The skills required to run a project
- • The action centred leadership model
- • Leadership style and the life cycle of the project
- • Building the project team and key team roles in the project team
- • Stages of team development
- • Managing individuals within the project team
- • Setting objectives
- • Controlling projects and progress reporting
- • The importance of delegation
- • The significance of your communication skills
- • Questioning and listening techniques
- • The transactional analysis model
- • Influencing strategies
- • The power of behaviour
- • What motivates and de-motivates your project team?
- • Decision-making
- • Conflict management
- • The impact of stress
- • Completion of a personal action plan

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