

Creating an Environment for Successful Projects

A 2-Day *Hands-On* Workshop

Course Description: The hands-on workshop zeroes in on the keys to creating a strong, focused, project organization. Managers and prospective managers get the cutting-edge information and tools they need to build and support the project management climate that is the fundamental key to making projects succeed. This workshop outlines exactly what key managers need to do to ensure senior management, customers, and workers support projects.

All attendees will receive a **Student Handbook** and access to an **Online Toolkit**, containing tools and research developed and gathered over decades by our instructors. Toolkits include items such as checklist, tips and techniques, sample documents, forms, academic and government studies, and numerous other tools to help you use your new skills immediately.

Who Should Attend: This workshop is designed for key managers and supervisors who want to create and drive a climate in the organization that causes the senior manager; customer; worker and other stakeholders support their efforts on projects. If you are managing an organization that is planning to or has recently undertaken a new challenging project, this is a great opportunity.

Subjects Covered in this Workshop:

Creating Strategic Emphasis for Projects

The Project Management Initiative Process and How to Implement It

How Upper Management Influences Project Success

How to Use This Information to Get the Visibility and Support You Need

Supporting the Project Team

Organizing the Project Management Effort

Understanding Work Types

Metrics You Need to Know

What Metrics to Avoid, At All Costs

Developing Project Managers

Planning the Project Environment

Exactly What Inspires Project Workers?

How to Build Morale in Your Project

Air Force Competencies Addressed / Proficiency Levels

Employing Military Capabilities

Operational and Strategic Art
 Unit, AF, Joint, and Coalition Capabilities
 Non-Adversarial Crisis Response

Enterprise Perspective

Enterprise Structure and Relationships
 Government Organization and Processes
 Global, Regional, and Cultural Awareness
 Strategic Communication

Managing Organizations and Resources

Resource Stewardship	Skilled
Change Management	Skilled
Continuous Improvement	Skilled

Strategic Thinking

Vision	Skilled/Advanced
Decision Making	Skilled/Advanced
Adaptability	Skilled/Advanced

Leading People

Develops and Inspires Others	Skilled
Takes Care of People	Skilled
Diversity	Skilled

Fostering Collaborative Relationships

Builds Teams and Coalitions	Skilled
Negotiating	Skilled

Embodies Airman Culture

Ethical Leadership	Proficient/Skilled
Followership	Proficient/ Skilled
Warrior Ethos	Proficient/ Skilled
Develops Self	Proficient/ Skilled

Communicating

Speaking and Writing	Skilled/Advanced
Active Listening	Skilled/Advanced