

Project Management Office (PMO)

Description

Training main goals:

- Presentation of methods for assessing current project management capabilities in an organization.
- Providing ways to determine the necessary PMO functions, based on the needs of the organization.
- Presenting the best techniques and tools necessary to create or improve the Project Management Office.
- Walking through the challenges of implementing a PMO in an organization and how to plan responses to them.
- Presenting the individual steps of the PMO implementation plan for the organization.

To whom do we recommend the training Project Management Office (PMO)?

- experienced project managers,
- senior management,
- members of the Management Boards,
- people responsible for creating and developing PMO in the organization,
- employees interested in improving the existing PMO.

Training program:

1. Review of key PMO concepts – application, necessary definitions
2. PMO life cycle in an organization
3. The most common causes of PMO failure
4. Critical factors for PMO success
5. Steps to establish a PMO
6. Challenges related to implementing PMO in an organization and developing responses to them

7. Developing a vision, mission and list of goals for the PMO in the organization
8. Discuss the necessary functions and structure of the PMO based on the needs of the organization.
9. PMO implementation plan for the organization
10. Project charter and PMO implementation schedule
11. Key roles and responsibilities of the PMO
12. Review of project management methods – strengths and weaknesses
13. Processes and procedures developed by the PMO
14. Creating a framework for the development of design competences
15. Defining KPIs to measure PMO maturity
16. Basic elements of knowledge management
17. Learning concept before, during and after
18. Types of post-project reviews
- 19.

Participants after completing the training:

- They have the necessary knowledge to implement PMO in the organization,
- They know how to adapt the PMO structure to the individual needs of the organization,
- They are able to develop a project management culture in the organization and optimize the resources involved in their implementation.

Languages and locations

We provide training online and stationary in Warsaw. Trainings are held in Polish or English. We also offer the possibility of organizing closed training in other cities in Poland. Regardless of the form of training, we provide high quality teaching and emphasize practical skills. We also organize closed training courses at the individual request of the organization, adapting the location and scope to the client's needs.