# 13-Week Program for Aspiring and Emerging Project Managers

Program Overview:
**This 13-week program is designed to meet the specific needs of aspiring and emerging project managers, particularly those new to the field or embarking on digital transformation projects. The program is structured around three foundational pillars: Empowerment, Continuous Learning, and Driving Digital Transformation. Participants will receive access to comprehensive materials, a weekly 90-minute group session, and optional 30 minute one-on-one sessions.**

**Price Point: $7000+gst**

### Week 1: Orientation and Goal Setting

**Group Session:**

* **Program introduction**
* **Overview of the three pillars**
* **A digital focussed project – a case study**
* **Outcomes**

**1:1 Session:**

* **Personalised goal-setting**
* **Initial assessment of skills and areas for improvement**

## Pillar 1: Empowerment

### Week 2: Introduction to Digital Tools

**Group Session:**

* **Overview of essential project management software and tools**
	+ **Jira and Trello**
	+ **Confluence/sharepoint/teams file management**
	+ **Miro**
	+ **Canva**
	+ **Slack and MS team’s**
	+ **Chat GPT 4.0**

**1:1 Session:**

* **Personalised session on use of the project management tools**

### Week 3: The Importance of Leadership

**Group Session:**

* **Leadership styles and their impact**
* **Team building**
* **CEO and executive leadership support**
	+ **Vision**
	+ **Mandate**
* **Alignment of digital strategy to the corporate strategy**

**1:1 Session:**

* **Individual session to discuss or work on anything related to the course for use in your workplace**

### Week 4: Effective Communication

**Group Session:**

* **Communication strategies for project managers**
* **Role-playing exercises to practice effective communication**

**1:1 Session:**

* **Individual session to discuss or work on anything related to the course for use in your workplace**

### Week 5: Decision-Making Skills

**Group Session:**

* **Decision-making frameworks**
* **Case studies on decision-making in project management**

**1:1 Session:**

* **Individual session to discuss or work on anything related to the course for use in your workplace**

## Pillar 2: Continuous Learning

### Week 6: Industry Trends and Updates

**Group Session:**

* **Overview of current trends in agile project management and digital transformation**
* **Discussion on how to stay updated**

**1:1 Session:**

* **Personalised plan for continuous learning**
* **Identification of relevant professional development opportunities**

### Week 7: Project Management Methodologies

**Group Session:**

* **Deep dive into project management methodologies (Agile & Traditional Waterfall)**
* **Tips for selecting the right methodology for projects**
* **Practical application of methodologies in case studies**

**1:1 Session:**

* **Personalised coaching on methodology implementation**

### Week 8: Project Management administration

**Group Session:**

* **Benefits Management**
* **Risk Management**
* **Governance**

**1:1 Session:**

* **Individual session to discuss or work on anything related to the course for use in your workplace**

## Pillar 3: Driving Digital Transformation

### Week 9: Design Thinking

**Group Session:**

* **Empathy mapping**
* **User Personas**
* **User Journey Maps**
* **Prototyping**

**1:1 Session:**

* **Personalised strategies for design thinking**

### Week 10: Business Process Management

**Group Session:**

* **Maturity Assessment**
* **Different frameworks and models - APQC, SAP, Oracle**
* **Customer-centric design**
* **Internal capabilities**

**1:1 Session:**

* **Personalised session on Business Processes in your organisation**

### Week 11: Business Process Management continued

**Group Session:**

* **Data Process mining and tools – Signavio**
* **Group and individual interviews**
* **Roles & Responsibilities - Process Owners and SMEs**
* **Performance measurement**

**1:1 Session:**

* **Personalised session on Business Processes in your organisation**

### Week 12: Data

**Group Session:**

* **Data visualisation**
* **Data quality**
* **Integrations**
* **Silos**

**1:1 Session:**

* **Any final support required for your presentation in final week**

### Week 13: Final Presentations and Feedback

**Group Session:**

* **Participants present their projects**
* **Group feedback and discussion**

**1:1 Session:**

* **Final personalised feedback**

# Program Deliverables:

* **Comprehensive course materials and resources**
* **Access to online course and recordings**
* **Weekly 90-minute group sessions**
* **Optional 1:1 coaching session each week**
* **Certification of completion**

## Methodology:

* **Interactive**
* **Practical exercises**
* **Personalised coaching**
* **Continuous learning opportunities**

**This program ensures that participants gain specialist knowledge, practical experience, and the confidence needed to lead projects effectively and make informed decisions.**