Building and Evolving a Project Management Office

Category: Project Management & Business Skills | **Vendor:** PeopleCert / PRINCE2

Duration: 24.00 hours (3 days) **19.5 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

This Project Management Office (PMO) training course will provide you the skills and competencies needed to structure a PMO — including how to analyse portfolio and project success, implement a governance model, and conduct and apply lessons learned. You learn how to standardise project management methodologies, processes and templates.

A PMO will provide a means of centralisation, standardization, and greater project oversight within your organisation. Attend this course and gain the skills to enhance alignment of project management with portfolio management and evolve PMO maturity through continuous improvement.

About This Course

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Prerequisites & Entry Requirements

General Prerequisites:

Project management experience at the level of:

- Complex Project Management, or
- Project Management for Software Development

Learning Outcomes

Upon successful completion of this course, participants will be able to:

- Develop a vision and charter of a Project Management Office (PMO)
- Evolve a PMO to improve project success
- Automate processes in Project Portfolio Management tools
- Enhance alignment of project management with portfolio management
- Evolve PMO maturity through continuous improvement

Detailed Course Outline

Identifying the Value of a PMO

- Why you need a Project Management Office
- Developing a PMO vision statement
- Creating a PMO charter

Building a Case for PMO

Benchmarking PMO maturity

- Examining different maturity levels
- Leveraging a framework to assess maturity
- Considering the current state of project and portfolio management
- Defining the to-be state

- Analysing the gap between the current and to-be state

Planning for success

- Constructing an approach for each maturity criteria by selecting the right combination
- Establishing PMO responsibilities within the organisation
- Developing a roadmap to mature the PMO

Standardising and Automating Project Management Processes

Planning for standardised processes

- Recognising the benefits of standardisation
- Building/updating processes for your environment
- Developing standard document templates

Leveraging Project Portfolio Management (PPM)

- Bridging "doing the right projects" with "doing the project right"
- Researching, recommending and selecting the right PPM tool/features
- Linking project management and portfolio management with a PPM tool
- Centralising resource and capacity management
- Connecting PPM with a financial management system

Implementing a content repository

- Establishing standards for storing all project content
- Automating collaborative processes with tools
- Housing PMO content for project and portfolio managers
- Benefiting from integrating the PPM

Managing Project Training and Support

Supporting project management

- Balancing project staffing and career development
- Structuring project knowledge management

Providing the appropriate level of mentoring

- Mentoring and coaching project managers' skill development
- Building strong project/portfolio management competencies
- Performing independent project audits to encourage growth and learning
- Providing project recovery assistance to meet goals

Applying Performance Measures

Analysing portfolio and project progress

- Defining key performance indicators (KPI)
- Incorporating Earned Value Management (EVM) to KPI
- Measuring project costs and benefits against the plan
- Establishing KPI roles and responsibilities

Reporting progress

- Collecting and reporting on exceptions
- Assessing current at risk projects/portfolios
- Providing leadership with performance reports

Ensuring Proper Governance

Selecting and implementing a governance model

- Defining governance roles and responsibilities
- Providing guidance and control

Structuring and developing PMO roles and responsibilities

- Validating compliance to standards and regulations
- Ensuring the "projects are done right"
- Facilitating project portfolio management
- Promoting and funding for the next project phase
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Implementing Change and Continuous Improvement

- Rolling out controlled change for positive adoption

- Fostering project management image and culture
- Evolving the PMO maturity framework
- Incorporating best practices
- Conduct and implement lessons learned

Skills You Will Learn:

- Develop a vision and charter of a Project Management Office (PMO)
- Evolve a PMO to improve project success
- Automate processes in Project Portfolio Management tools
- Enhance alignment of project management with portfolio management
- Evolve PMO maturity through continuous improvement

Frequently Asked Questions

Q: What delivery options are available for Building and Evolving a Project Management Office?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 3-day Building and Evolving a Project Management Office course provides up to 19.5 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Building and Evolving a Project Management Office training?

The training takes place over 3 day(s), with each day lasting approximately 24.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Building and Evolving a Project Management Office?

Yes, we provide corporate training, dedicated training, and closed classes for Building and Evolving a Project Management Office. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: What related terms do people search for?

Popular related searches include: Building and Evolving a Project Management Office, Project Management, BEPMO

Q: Why choose Nexus Human for Building and Evolving a Project Management Office?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Building and Evolving a Project Management Office training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

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