



PMO Essentials

1 day workshop



Institute
Project
Management



About The Institute

The Institute of Project Management occupies a unique position as Ireland's premier certification authority. We are globally recognised as Ireland's leading provider of project management certification, training and education services.

Our philosophy has always been to ensure that we are up-to-date with the very best thinking and practice in project management worldwide by investing heavily in direct involvement with the international project management community.

Working closely with a faculty of expert-practitioners, the Institute promotes best current practice, theory and applied skills in Project Management for individuals and organisations.

Course Overview

Build and run a PMO with strategic capability

The **Project Management Office (PMO) Essentials** course demonstrates what it takes to improve organisational alignment and deliver on your strategic objectives by focusing on doing the right projects and doing them the right way to deliver lasting results.

How often do you experience:

- › Many projects competing for limited resources
- › Lack of cross organisational integration
- › Failure to deliver benefits and value
- › No strategic alignment

The PMO Essentials course equips participants to establish, improve and work with a strategic PMO by design, not by default.

Who is this course for?

The course designed for senior project management practitioners, PMO staff, managers of PMOs and others who want to know what a good PMO is and how to build and maintain one.



What you will learn?

The Institute applies rigorous criteria when selecting instructors to lead our programmes. The course is delivered by trainers with over 15 years' industry experience in project management enabling them to share real-life situations, practices and lessons.

By the end of this course students will understand:

- › The different levels of PMOs
- › Resource deployment within PMO
- › Reporting relationships
- › Functions provided by the PMO
- › Methodology to be deployed
- › Which information systems to use
- › When the PMO becomes strategic
- › Governance and portfolio management



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Course Content

The Strategic PMO

- › Overview and defining the PMO
- › Aligning projects and strategy
- › Minimise the corrosive impact of organisational politics

PMO Organisation, Structures and Functions

- › Organisational structure for projects
- › Types of PMO
- › Functions of the PMO
- › Processes, standards and methodologies

Delivering business results via the PMO

- › Make trade-offs between many desirable opportunities
- › Effectively estimate resource capacity against resource demand
- › Better understand project interdependence
- › Effectively handle the requests of project and functional managers for more time, money and resources

Project Portfolio and the Strategic PMO

- › The evolution from project to portfolio
- › PPM in the strategic PMO: where strategic planning meets project execution
- › Assessing organisational readiness

The PMO's role in competency and maturity development

- › The evolution from project to portfolio
- › The PMO and maturity models
- › Role of the PMO in the maturity assessment process

Human capital and the PMO

- › The resource crunch
- › Staffing the strategic PMO
- › Rolling out the strategic PMO
- › PMO research findings


Establishing a project management methodology & a PMO governance

- › What are the elements of a methodology
- › Overview a sample methodology
- › A governance framework


A close-up, profile view of a man with brown hair and a light beard, wearing a dark suit jacket, a light blue shirt, and a blue patterned tie. He is looking off to the side with a thoughtful expression. The background is a blurred cityscape.

Have any questions?

For more information or to register for a course please contact us - we would be happy to hear from you!

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