

Workshops and Project Management – are you up to the challenge?

Project management demands strong and ongoing engagement with stakeholders across the project lifecycle. It involves a variety of formal and informal engagement processes being undertaken, from one on one meetings through to complex stakeholder workshops.

The real success, or otherwise, of the engagement process is a product of the preparation for the process. If a process runs well, the Project Manager will gain significant knowledge from the process and grow the confidence of stakeholders. If the process is a flop, the Project Manager will erode the confidence of the stakeholder group. It can be said that not running a workshop is better than conducting a poorly run workshop.

Key Messages

- Decide if you need an independent facilitator early.
- Know what outcome you are seeking for your project - the workshop is 'so much more' than just a tick.
- Consider how to engage your stakeholders.
- Draw upon available resources to create impact.
- Review and evaluate the workshop process.

Outcome

- To share experiences in preparing for and designing workshops.
- To examine stakeholder engagement approaches for PM's.
- To explore different techniques that can be applied to different situations.
- To share facilitation tools and techniques.
- To consider what does and does not work in project management workshops.
- To discuss how to make a project management workshop memorable, for the right reasons.
- To facilitate the sharing of professional experiences from project management workshops.



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Ontoit is a specialist advisory consultancy offering management services covering the life cycle of large, complex projects. We work alongside our clients to create certainty, providing high-quality transaction and commercial advice as well as project management and project advisory services. We leverage the latest technologies to provide the solutions for a better tomorrow.

When to use an Independent Facilitator?

When important decisions need to be made.

When the group is large, diverse, and/or in conflict.

When the issues under discussion are complex and there is no one clear 'right answer'.

When successful implementation of a plan requires the informed consent and active support of key stakeholders.

When there is a need to optimise the use of the group's time and energy.



Facilitation Techniques

Tips for Managing Conflict in Meetings and Workshops

AUSTRALASIAN FACILITATORS NETWORK

