

Academy of Training

Leading Project Teams

Overview

Over recent years, ways of working within many organisations have changed significantly. Rather than working in distinct divisions or units, much work is carried out by multi-disciplinary teams, selected on a project-by-project basis on the grounds of expertise and skills most suited for the job.

This change in work methods has had major implications for the leadership role. Project team leaders often are required to manage and lead changing teams with diverse backgrounds, experience and expectations. They are required to inspire team members toward the achievement of project goals in a manner that is more facilitative than directive, fostering consultation, team member self-management and accountability in the process.

Objectives

The aim of this two-day workshop is to assist Project Managers, team leaders and others with responsibility for leading people in projects in developing all the key skills for successful team leadership in a manner which is focused on outcomes, facilitative in approach and promotes consultation and team member self-management.

Content

Topics covered in the workshop include:

Leading Project Teams

- Project management - a rapid overview
- The people side of project management
- Five key behaviours for successful project team leadership.

Interpersonal Skills for Project Team Leaders

- Working with different personalities and social styles
- Constructive expression – the words we use
- Giving feedback constructively - modifying and motivating
- Listening and encouraging input
- Persuading and influencing
- Negotiating solutions
- Handling objections and opposition constructively
- Managing competing requests.

Teams and Performance

- Roles and responsibilities
- Agreeing work plans, controls and assessment points
- Managing shortfalls on performance
- Leading and motivating the team
- Delegation and coaching
- Problem solving and decision-making
- Facilitation, meeting and team briefing skills.

