

Leading & Motivating Project Teams

Effective techniques for developing, inspiring and leading successful project teams



Seminar Focus

- Use Strength Deployment Inventory® to develop practical strategies that get to the heart of complex team issues
- Assess the current development level of your team using Strength Deployment Inventory®
- Diagnose and deal effectively with under performing project staff
- Learn how to keep motivation high and build high performing teams
- Negotiating inside and outside the team – learn 5 steps to negotiating success
- Develop a personal action plan to apply your learning back at work

Overview

Project teams present a particularly difficult leadership challenge, especially if the person in the leadership role is not the line manager.

Teams may include part-time or 'as needed' staff, sometimes based in different locations. Motivation may be an issue if members are under pressure as a result of involvement in multiple projects. Also project teams may include staff from various organizations and differing levels of seniority or experience.

For these reasons and more, highly effective leadership skills are essential for delivering successful projects. This course will address this and other common leadership challenges including:

- It's tough to act as a leader when most project teams are temporary, often part time and trying to balance a number of priorities as well as their own contribution to the project
- Resources are often swapped between projects to cover fluctuations in workload, so issues of teambuilding and conflict can be particularly significant.
- Project leaders frequently don't have a lot of line management experience, so leadership training can help both their competence and confidence.
- Management expect project teams to be fully productive after kickoff, but this requires very high levels of leadership and a good understanding of team dynamics.

People working together can accomplish far more than individuals working alone.

Who Should Attend

This event is a must for Project Sponsors, Program / Project Leaders, Project Managers, Team Leaders and others who are committed to developing their teams into high performing work units.

You will participate in a range of one to one role-plays of common leadership challenges and be invited to give/ receive feedback with a small group of project leaders.

The event is highly participative, including a mixture of discussion, exercises, practical tools and case studies.

Benefits of Attendance

Can you afford the price of letting your teams underperform while your competitors move ahead? Effective teams mean higher productivity and higher morale.

- A range of practical tools, approaches and advice designed to help get the best performance from a project team
- An opportunity to consider your own leadership style, examine when your natural style is suitable and develop competence in alternative leadership approaches.
- Realistic models and tactics for understanding, managing and negotiating solutions to conflicts in the project environment
- Facilitated discussions and the opportunity to share best practice with other project team leaders from a range of organizations and industries
- Practical advice and feedback in developing key leadership skills of assessing, developing, motivating and performance management in a range of challenging project team situations

This seminar is globally accredited by Project Management Institute® and provides 16 PDU points

Course Topics

DAY ONE

Session 1 ~ The challenges of leading project

- Using the project charter to support your authority
- teams** Getting the right team from the start

Session 2 ~ Organizational, structural and cultural issues

- Using the right sources of power in your organization
- Dealing with geographically dispersed teams or virtual teams
- Understanding the impact of culture on leadership
- Team-working with contractors and suppliers

Session 3 ~ Attributes of good / bad leaders

- Identifying and applying your strengths
- Acknowledging and improving on your weaknesses

Session 4 ~ Attributes of effective / ineffective teams

- Designing your ideal team
- Moving the team you've been given closer to the ideal

Session 5 ~ Self –assessment

- Evaluating your ability to select the right leadership approach
- Identifying your preferred and developing styles

Session 6 ~ Understanding your own leadership style

- Understanding it's strengths and weaknesses
- Identifying when it will – and will not – be suitable

Session 7 ~ Assessing your team members' individual needs

- Assessing competence
- Assessing commitment and motivation

Session 8 ~ Matching leadership style with team members' needs

- Developing your own confidence in different styles
- Knowing the factors involved in selecting the right approach

Course Topics

DAY TWO

Session 9 ~ Understanding your team's level of development

- Using the Tuckman model to assess your team
- Factors that complicate team development

Session 10 ~ Speeding up the process of becoming a high performance team

- Leading a team by challenging them to develop
- Helping your team to set their own guidelines and targets
- Keeping performance high in tough times

Session 11 ~ Motivating and Managing underperformance

- The project leader's challenge – handling problems without line authority
- The 3 step approach to discipline
- When – and how – to escalate
- 20 ways to motivate and encourage better performance

Session 12 ~ Handling conflict in the project team

- Understanding your options in responding to conflict
- Selecting and applying the best strategy

Session 13 ~ Negotiating inside and outside the team

- Preparation, preparation, preparation
- When to co-operate and when to compete
- 5 steps to negotiating success

Session 14 ~ Putting it all together

- Leadership case studies
- Review your Action Plan

Testimonials from previous seminars

"I found this course so good that I have decided to put all the project managers in my department on this course in the future"

Hewlett-Packard

"Excellent learning possibility both for beginner or experienced project managers. The overall performance of the event was beyond my expectations. I can recommend it to everyone."

Ericsson

"Course met my expectations, especially exercises!!! Very good course - not only theory, also practical things and a possibility to share experience from different fields."

SAS Institute