

# Project Management Office (PMO) - 3 Day

## *Creating a Center of Excellence for Efficient Project Delivery*

***PDU's - 19.5***

***PMI's Talent Triangle Breakdown***

Technical - 17.00  
Leadership - 1.50  
Strategic - 1.00

***PMI's Certification Breakdown***

PMP/PgMP - 19.50  
PMI-ACP - 2.50  
PMI-SP - 2.50  
PMI-RMP - 2.50  
PfMP - 3.50  
PMI-PBA - 2.50

***Course Description:*** This three-day course will give each participant an in-depth opportunity to engage in a complete examination of the breadth of the Project Management Office. Participants will examine the role, purpose, and different models used, as well as how an organization would approach establishing a PMO. Participants will learn best practices for establishing, managing, and successfully leading toward project excellence with a PMO. We will discuss methodologies for the PMO that will allow students to understand and implement project management core competencies across the organization.

***Method of teaching:*** *Students will use discussion, cases, and group activities to facilitate the course.*

***Course Objectives:***

**Objective 1: Examine why a PMO fails**

- Discuss various environments in which a PMO will thrive
- Discuss the reasons why any organization should consider a PMO
- Examine how a PMO impacts organizational change and internal culture
- Examine the PMO in relationship to portfolio management
- Relate the PMO to project management
- Examine the relationship with program management
- Discuss the differences between a Project Office and a Center of Excellence
- Create a list of standards the PMO will follow
- List what a PMO should do
- Identify how the PMO should support the strategic plan
- Discuss the link between strategic objectives and PMO
- Analyze the PMO model
- Apply PMO governance

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## **Objective 2: Assemble the right PMO staff**

- Examine the role of executive leadership and sponsorship to the PMO
- Create the PMO methodology and services
- Discuss the PMO roles and responsibilities
- Discuss organizational change and acceptance of the PMO
- Discuss training and mentoring provided by PMO
- Examine core competencies and a team development model

## **Objective 3: Develop a curriculum for internal project management training**

- Discuss the benefits of creating an internal certification
- Create metrics for measuring the PMO effectively
- Discuss evaluation and oversight strategies
- Examine project recovery processes and solutions
- Develop a model for creating internal best practices

## **Objective 4: Discuss better ways of establishing customer relationships**

- Examine the relationship between a PMO and vendor contractor