

Project Sponsor Workshop – Agenda

OBJECTIVES

- To enable more effective project sponsorship

KEY OUTCOMES

- Broader appreciation of why project management is important
- Common understanding of the role of a project sponsor and its importance
- More aware of the needs of project managers delivering projects
- Sponsor checklist for self / peer assessment on future projects
- Proposed individual or group actions to be more effective project sponsors in steering project success

WHO SHOULD ATTEND

Project Sponsors, senior managers or managers who have project managers reporting to them or who provide a steering, monitoring or governance oversight role regarding projects.

AGENDA

1. Introductions & Objectives of this session
2. Why projects succeed
3. Benefits of project management
4. Project Lifecycle overview and links to governance (best-practice life cycle versus own organisation life cycle)
5. Roles – Project Sponsor and Project Manager (compare and contrast)
6. Business case and benefits realisation – sponsors role
7. Monitor and control during the project – sponsors role
8. Sponsorship Checklist
9. Actions – Individual / Team
10. Summary – next steps and wrap up

TIMINGS

This workshop normally runs over a 5 hour duration including all breaks. (e.g. 9.30 to 14.30 hrs). Start time can be agreed to suit the participants.