

Diploma of Management for Project Managers

ONLINE + Flexible
delivery and Workplace

Do you have multiple projects or business activities that seem to be getting out of Control? Do you need to improve your management skills and use them to more effectively and efficiently manage your multiple business activities and/or projects?

This program will give you the key management skills of planning, financial management, people management, customer service & service delivery and combine them with the project management skills & methodology of plan, execute, monitor, control and close a project so that you can increase your productivity and business outcomes while decreasing your personal & business stress levels!

Designed for busy professionals, this program will formally recognise the skills and knowledge you already have and focus on the critical skill gaps in your management style through a series of structured learning experiences delivered on-site in your workplace.



The Program

The program covers all the key skills required to effectively manage your business* including:

- Manage Quality Customer Service
- Manage Budgets and Financial Plans
- Manage People Performance
- Manage Operational Plan
- Ensure a Safe Workplace
- Manage personal work priorities & PD

As well as the core skills associated with project management:

- Manage Projects
- Manage Risk

The project management methodology follows the PMBOK principles & ISO standards around the 5 PM processes of: initiate, plan, execute, control + monitor and close a project and the 9 knowledge areas.

Who is it designed for?

This program is designed for business owners & managers and senior staff who have some practical experience in management.

*NB: Program design can be changed to suit your specific business needs.

"It is not good enough in these tough times to be a manager, to remain competitive you must be a leader, and a highly skilled productivity facilitator, you need to be an expert across all aspects of management."

CAL 2009

How does it work?

This program is offered using a combination or flexible delivery model consisting of a mix of online as well as a coaching model where our specialist workplace coach will visit you at times & days that best suit you and in your workplace.

Our coach will work with you on a business analysis as well as a personal skills audit. When we have a clear picture of your business drivers and areas for improvement as well as your own skill gaps we then design the best possible learning program for you to fill these gaps.

We formally recognise the skills you already have and then our coach will work with you, using your business examples to develop your skills & knowledge and improve your business potential.

Business Tools, pro-formas, tips and techniques are all included in this program as is a wide range of learning aids such as DVD's, calculators, white papers, web support and online learning – our tools and processes will assist you to further develop your business processes and grow your business.