



# PEOPLE SKILLS FOR PROJECT MANAGERS

## Course Template

**Outcomes:**

Participants will be able to effectively develop project teams, communicate, lead and manage team members, and get win-win outcomes interacting with others.

**Target Audience:**

Project Managers who want or need to enhance their people management skills

**Duration:**

Two days

**Objectives:**

On completion of the training, participants will be able to:

- Apply behavioural interviewing principles to the recruitment process
- Help their team progress towards becoming a high-performing team
- Apply critical success factors for effective meetings and presentations
- Work towards win-win outcomes when negotiating/dealing with conflict
- Apply key leadership practices when managing their project team

**Key Content:**

- Selection criteria for recruiting staff
- Behavioural interviewing
- Building a performing project team
- Valuing and working with diversity
- Managing meetings
- Effective presentations
- Assertiveness and empathy
- Principled negotiation
- Leadership and management
- Key leadership practices

**Comments by Participants:**

- *I have not had a better facilitator than Narayan in all my workshops that I have attended. Very informative, examples are relevant and interesting, empathic and sincere. Easy to talk to, and feedback built confidence.*
- *Narayan has a very warm nature and is very easy to listen to and understand what he is presenting.*
- *Excellent; well organised, structured and knowledgeable.*
- *I enjoyed Narayan's sessions. He confidently presented his topics in an interesting way. He also coordinated the course well and kept it on track.*
- *An excellent communicator and presenter.*
- *I am definitely confident about implementing the people skills side of things which will also help in projects with communication – and meetings.*
- *I have left the course feeling more confident in myself and my ability to not only manage projects but also use some of the skills to manage my team.*