

PROJECT MANAGEMENT - AN OWNER'S PERSPECTIVE

course outline



1. Overview of Role of the Owner's Project Manager:

- The broad, multi-dimensional role of the Owner's Project Manager (i.e. Maestro, Ref, Coach, Minesweeper, etc.)
- Differences between the Owner's PM and the PM role in design and construction firms
- Importance of the Owner PM's leadership and tools to manage, motivate and control the project.
- Common threads among successful projects.

2. Characteristics of the "Good Owner" and why any Owner should aspire to be one

3. Communications - Importance, What Research Tells Us, and Standards

4. Leadership - Value, Characteristics, and Team Building Strategies

5. Project Management Tools and Best Practices

- Risk Management – Assessment, warning signs, and mitigation/handling strategies
- Stakeholders – Strategies to engage and manage
- Budget – Best practices and budget management tools applicable during the design and construction phases
- Schedule – What an owner needs to know and do about the design and construction schedules, scheduling pitfalls, and recovery strategies.
- Quality Assurance – Factors to consider including design review, mock ups, third party assistance and building commissioning.
- Meeting Management Tips
- Dispute Resolution – How to minimize disputes and methods to resolve
- Project Close Out – Tools for an effective and efficient close out.

Notes: *Throughout the course, group exercises are planned to further demonstrate the subject matter with participant engagement. In addition, participants will receive a variety of tools/handouts to consider utilizing on their projects.*