

PROJECT MANAGEMENT INSTITUTE WESTERN AUSTRALIA CHAPTER

MAKING PROJECT MANAGEMENT INDISPENSABLE FOR BUSINESS RESULTS

NEXT CHAPTER MEETING

11 July 2012 @ 6pm
City West Receptions, 45
Plastowe Mews, West Perth,
WA 6005

IN THIS EDITION

Dr Keith O'Shea
July Chapter
Meeting

What's On
July–August 2012

Five Skills to Enhance
Project Management
Wayne Brantley

GENERAL

[Webcast](#)
Chapter Meeting
Will Earn You PDU's

Need to [ask](#) how many PDU's
you've earned?

Events, Events, Events
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Newsletter Content
Member contributions are
most welcome.
[Contact](#) the Editor!

- July Chapter Meeting -

"How Project Managers Can Assess the Real Status of Their Projects"

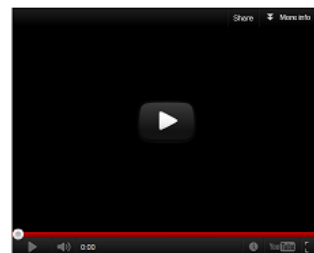
Join us at the July WA PMI Chapter meeting to hear from Dr Keith O'Shea of QTC Consulting who will speak about his experiences in auditing projects and the common pitfalls for project managers in understanding the true status of their projects.

The Chapter Meeting will be held on **Wednesday 11th July** at City West Receptions from 6–7pm followed by networking drinks. [[Book Now](#)]

Missed a Chapter Meeting? - Watch the Webcast

We all have busy lives with competing priorities but now there's no need to miss out if you can't make it to the Chapter meeting.

You can watch the Webcast online and earn your PDU as well. [Give it a go.](#)



Attended a PMI Workshop? - Claim your PDUs

Have you attended a WA PMI Professional Development Workshop yet this year? If you have, then you'll know what a valuable exercise it is but have you also claimed your PDUs?

Claiming your PDU's is easy using PMI's online tool to [Report PDUs](#).

The activity number that you'll require to claim the PDUs valid for your workshop can be found in the table below:

Activity Number	Workshop Date	Workshop Name
20120208	06 Feb 2012	Business Driven Project Portfolio Management
20120315	15 Mar 2012	Successfully Managing Sponsors
20120420	20 Apr 2012	Probabilistic Risk Analysis
20120525	25 May 2012	Promoting Project Productivity: Overcoming Procrastination

Don't forget to look out for more Workshop [opportunities](#) in this issue.

Project Quality Management – Dr Keith O'Shea PMP

The July workshop will be run by Dr Keith O'Shea of QTC Consulting, and will explore the important concept of project quality.

How do we really determine quality objectives, standards and levels, what input is required from stakeholders to establish the basis for policy outcomes and a quality management plan? What process should we use to select and use a quality management method, technique or tool to determine our preferred mix of quality, capability, cost and time. How do we identify causes of unsatisfactory results, in consultation with our client, and recommend appropriate actions to enable continuous improvement in quality outcomes? Attend this workshop for the answers to these questions and more, relating to Project Quality Management.

Participants will be able to measure and document results of project activities and product performance throughout the project life cycle to determine compliance with agreed project quality standards. Identify causes of unsatisfactory results and recommend appropriate actions. Maintain a quality management system to enable effective recording and communication of quality issues and outcomes to project stakeholders.

PMI members \$147, Non-members \$242 [[Book Now](#)] for 18 July 2012, 9:00pm—12:30pm

Get involved with PMI—We know you want to...

Following a review of the recent Member survey it was great to see that there are **23** current members who responded to the survey and told us that they'd like to be involved with the Chapter as a volunteer in some form.

Volunteer opportunities within the Chapter include:

- Serving as a board member
- Assisting a board member as an Associate Director
- Assisting with Chapter events or discrete pieces of work

If you'd like to volunteer or to discuss the different options and see whether a more active role in the chapter is what you're looking for then please contact any existing [board member](#) or come and speak to us at the next Chapter meeting.



Annual General Meeting

A reminder that already thoughts are starting to turn to the annual general meeting which will be held later in the year. Of course, further details will follow but there will be a number of board positions that will become vacant.

Speak to a [board member](#) if you would like to know what is involved in serving as a director.

What's On: July - August 2012

Enter these dates in your calendar now before your schedule fills up:

- 11 Jul 2012 WA PMI Chapter Meeting [[Book Now](#)]
- 11 Jul 2012 Project Management Toastmasters (City West)
- 18 Jul 2012 WA PMI Professional Development Workshop [[Book Now](#)]
- 25 Jul 2012 Project Management Toastmasters (Woodside Plaza)
- 20 Aug 2012 PMP and CAPM Preparation Training [[Coming Soon](#)]
- 22 Aug 2012 WA PMI Professional Development Workshop [[Book Now](#)]



Five Skills to Enhance Project Management—Wayne Brantley

Wayne Brantley is Managing Director of Villanova University's project management training and PMP certification preparation courses. Wayne has over 24 years of project management experience from the Air Force and has taught and consulted Fortune 500 companies around the world.

Seasoned hiring executives can tell you that when they review résumés of potential project managers, they are looking for clues as much as they are looking for credentials. While a project manager may be able to talk "triple bottom line" and "enhancing cloud technology" with the best of them, what a hiring executive is looking for in a project manager goes beyond education from a reputable program and experience with a notable employer.

Cultivate the following five attributes and your résumé should receive positive responses from prospective employers looking for the tell-tale clues of a strong, professionally mature project manager.

Public Speaking and Effective Verbal Communication

Whether you are meeting with workers to explain a timeline, presenting a project to executives and stakeholders, or explaining a change order to a group of clients, effective public speaking skills are essential for getting the job done effectively. Articulating your ideas clearly, calmly, and considering the best way to phrase the message for your intended audience are definitely skills that make a project move more smoothly. Highlighting the effectiveness of your communication skills on your résumé is important, as is seeking professional opportunities to develop those skills, especially if you are new to the field.

TIP: Try [Project Managers Toastmaster Club](#)

Writing and Electronic Communication Intelligence

In this age of instant social media and mobile electronic devices, hiring executives are looking for

project managers who know that electronic communication requires the same professionalism as handwritten communication. Project managers need to be responsible with company devices and have the professional maturity and level-headed restraint not to instantly reply inappropriately to an emergent and maddening situation. When a hiring executive sees a pattern of strong professional relationships with increasing levels of responsibility, he or she will have the clues needed to see you as a reliable project manager with effective people skills.

TIP: Check out the Chapter [Homepage](#) and social media channels:



Networking

When you highlight your professional association on your résumé, you demonstrate that you are a team player who is active in the field and that you enjoy building the type of lifelong relationships that will bring you professional longevity.

The most popular professional organization for project managers is the Project Management Institute (PMI).

Five Skills to Enhance Project Management—Wayne Brantley

The most popular professional organization for project managers is the Project Management Institute (PMI). The organization has many local chapters, provides continuing education information, organizes online global communities of practice forums, and provides many other beneficial services to members. PMI also has a link to volunteer opportunities and jobs for professionals in the field. Associating with a group of peers is a powerful clue that you are actively committed to achieving your own professional goals.



TIP: Don't miss an opportunity to attend WA PMI Chapter [Events](#)

Decisive Leadership

While it is important to acknowledge the trees in the forest when looking at the overall landscape, some inexperienced project managers get lost in the details and find moving forward a tough challenge. As a top project leader you will need to demonstrate that while you consider your team's input and are aware of potential challenges, you can still move forward decisively, logically, and effectively. Demonstrating larger and more comprehensive leadership opportunities will show a hiring executive that you have what it takes to face challenges, organize appropriate responses to those challenges, and effectively deliver the project on time and within budget.

Research

The most successful project managers have figured out the skilful art of pre-project research and planning. Being creatively resourceful when assembling a diverse team to tackle a tough, complex project demonstrates that you are research savvy and innovative. Being able to locate money-saving resources to bring about a more effective triple bottom line, or knowing the right contact to call to locate unfamiliar equipment or a

new services can reveal your ingenuity to a hiring executive. Scanning through your qualifications should reveal the clues needed to show that you have staying power and bring a unique set of skills to the current team.

Conclusion

While it is important for project managers to seek a reputable education or training from a reputable college or university, it is just as important to actively seek the professional development that will afford you the best opportunities over the course of your career. Becoming active in a professional association provides you access to top peers in the field. You will be able to participate through volunteer opportunities, attending your local chapter meeting, going to national conferences, and engaging in a wide range of other opportunities that will bolster your résumé power.

While competition remains tough for the best jobs in project management, there are five key steps you can take to be sure your résumé reveals the clues a hiring executive is looking for when assembling the best team possible. When planning your next career move, be sure you have an opportunity to build the written and verbal communication skills needed to be an effective leader. At the same time, seek projects that allow you to lead with decisiveness and use research skills to bring about the best results possible. Lastly, use networking to gain exposure to more opportunities and aggressively seek career growth toward securing your niche in the field of project management. With a solid professional development plan in place, you can leverage more concentrated efforts toward setting yourself apart from the competition and building a résumé that will stand out even in today's competitive job market.

Read this article in it's original format at [projecttimes](#)

Something you want to share? If you've read an article that you'd like to share with the Chapter than [let us know](#). Better still write an article and contribute to the next newsletter.

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