



# Strategic PMO Implementation and Governance Training Course

Ref: #PMP8666



## **Course Introduction / Overview:**

The modern business landscape demands more than just successful project completion; it requires strategic alignment and measurable value delivery from every investment. The Project Management Office (PMO) has evolved from a purely administrative function to a critical strategic entity that drives organizational success. This course provides a comprehensive roadmap for designing, implementing, and governing a high-impact, strategic PMO. Drawing upon principles articulated by leading experts like Dr. Harold Kerzner in works such as "Project Management: A Systems Approach to Planning, Scheduling, and Controlling," this program moves beyond basic theory. Participants will explore the practical steps of establishing a PMO charter, defining a value proposition, and creating a robust governance framework that ensures projects and programs are directly linked to corporate objectives. At BIG BEN Training Center, we have designed this training to equip leaders with the tools to build a PMO that not only standardizes processes but also fosters a culture of strategic execution, enhances decision-making with powerful metrics, and ultimately becomes an indispensable partner in achieving long-term business goals. This is an A-to-Z guide for transforming your PMO into a center of excellence and a powerhouse for strategic advantage.

## **Target Audience / This training course is suitable for:**



- PMO Directors, Managers, and Staff.
- Project, Program, and Portfolio Managers.
- Heads of Departments and Senior Executives.
- IT and Operations Managers.
- Business Analysts and Project Coordinators.
- Consultants involved in organizational change and project management.
- Professionals aspiring to lead or establish a PMO.

### **Target Sectors and Industries:**

- Information Technology and Telecommunications.
- Banking, Finance, and Insurance Services.
- Healthcare and Pharmaceuticals.
- Engineering, Construction, and Infrastructure.
- Governmental Agencies and Public Sector Organizations.
- Manufacturing and Industrial Production.
- Consulting and Professional Services.
- Energy and Utilities.

### **Target Organizations Departments:**

- Project Management Office (PMO).
- Information Technology (IT).
- Strategic Planning and Business Development.
- Operations and Production.
- Finance and Accounting.
- Engineering Departments.
- Research and Development (R&D).
- Human Resources.



## **Course Offerings:**

By the end of this course, the participants will have able to:

- Develop a compelling business case and charter for a new or evolving PMO.
- Design a tailored PMO implementation roadmap aligned with organizational maturity.
- Establish a robust PMO governance framework, including policies and procedures.
- Define a PMO services catalog that delivers tangible value to stakeholders.
- Select and implement relevant project and portfolio management methodologies.
- Create key performance indicators (KPIs) to measure PMO and project success.
- Master portfolio management techniques for strategic alignment and resource optimization.
- Lead change management efforts to ensure successful PMO adoption.
- Conduct PMO maturity assessments to drive continuous improvement.
- Communicate the value of the PMO effectively to executive leadership.

## **Course Methodology:**



This training course employs a dynamic and interactive learning methodology designed to bridge the gap between theory and practical application. At BIG BEN Training Center, we believe in learning by doing. The program is structured around a blend of expert-led instruction, real-world case study analysis, and collaborative group workshops. Participants will engage in hands-on exercises to draft PMO charters, develop governance models, and create performance dashboards. Interactive sessions encourage open discussion and peer-to-peer learning, allowing attendees to share challenges and solutions from their own organizational contexts. We utilize a variety of tools, including process mapping, stakeholder analysis frameworks, and maturity assessment models, to provide a tangible learning experience. The facilitator will provide continuous feedback and guide participants through complex scenarios, ensuring they can confidently apply the learned concepts, from PMO setup to advanced governance, directly to their workplace. The emphasis is on building practical skills and a strategic mindset, empowering attendees to lead PMO initiatives with authority and a clear vision for delivering organizational value.

## **Course Agenda (Course Units):**

### **Unit One: The Strategic Foundation of the Modern PMO**



- The Evolution from Administrative to Strategic PMO.
- Defining the PMO Value Proposition and Business Case.
- Types of PMOs (Supportive, Controlling, Directive).
- Aligning the PMO with Corporate Strategy and Objectives.
- Key Functions and Responsibilities of a Strategic PMO.
- Understanding Organizational Project Management Maturity (OPM).
- Stakeholder Identification and Analysis for PMO Buy-in.

## **Unit Two: Designing and Implementing the PMO**

- Developing the PMO Charter and Vision Statement.
- Creating a Phased PMO Implementation Roadmap.
- Defining the PMO Services Catalog and Operating Model.
- Establishing PMO Roles, Responsibilities, and Competencies.
- Selecting and Customizing a Project Management Methodology.
- Initial PMO Setup and Resource Planning.
- Change Management Strategies for PMO Adoption.

## **Unit Three: Establishing PMO Governance and Frameworks**

- Designing a Comprehensive PMO Governance Framework.
- Developing Project Management Policies, Standards, and Processes.
- Implementing Stage-Gate Reviews and Quality Assurance Processes.
- Portfolio Governance and Project Prioritization Criteria.
- Risk and Issue Management Frameworks at the Portfolio Level.
- Resource Management and Capacity Planning Governance.
- Managing Dependencies Across Projects and Programs.

## **Unit Four: PMO Operations and Performance Measurement**



- Portfolio Management and Strategic Alignment Techniques.
- Developing Meaningful PMO and Project KPIs.
- Designing and Implementing PMO Dashboards and Reporting.
- Benefits Realization Management and Tracking.
- Facilitating Project Health Checks and Audits.
- Managing and Optimizing the Project Portfolio.
- Leveraging PMO Tools and Technology Effectively.

### **Unit Five: PMO Leadership, Maturity, and Future Trends**

- Leading and Influencing as a PMO Manager.
- Advanced Stakeholder Engagement and Communication Strategies.
- Conducting a PMO Maturity Assessment (e.g., P3M3).
- Developing a PMO Continuous Improvement Plan.
- The Role of the PMO in Agile and Hybrid Environments.
- Future of the PMO: AI, Data Analytics, and Value Delivery Offices (VDO).
- Sustaining PMO Relevance and Demonstrating Long-Term Value.

### **FAQ:**

#### **Qualifications required for registering to this course?**

There are no requirements.

#### **How long is each daily session, and what is the total number of training hours for the course?**

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

#### **Something to think about:**



In an era of rapid digital transformation and the rise of artificial intelligence, how must the traditional PMO governance model evolve to support agility and innovation without sacrificing control and strategic alignment?

## **What unique qualities does this course offer compared to other courses?**

This training course distinguishes itself by focusing intensely on the strategic dimension of the Project Management Office, moving far beyond the mechanics of project tracking. Unlike programs that concentrate solely on templates and software, this course cultivates a strategic mindset, teaching participants how to build and lead a PMO that functions as a vital business partner to the executive team. Its core strength lies in the holistic and practical approach to the entire PMO lifecycle, from crafting a compelling business case and designing a bespoke implementation roadmap to establishing robust governance and measuring long-term value. We emphasize the critical, yet often overlooked, aspects of stakeholder management, change leadership, and benefits realization management. The curriculum is built on a foundation of proven academic principles and industry best practices, ensuring that the governance frameworks and performance metrics taught are both rigorous and adaptable to any organizational context. Participants leave not just with knowledge, but with the strategic capability to design a PMO that drives competitive advantage and ensures that every project is a direct investment in the organization's future success.