

PROJECT MANAGEMENT FOR HR PROFESSIONALS Basic.

...enjoy your change



trainings and consulting

Project Management for HR Professionals

Development training workshop:

1. Why HR professionals need in their jobs Project Management?

- > **Maintain and develop key talents in the company**
- > **Dramatic effects on HR projects success**
- > **Significant savings on projects: costs by 20 - 30%, 50% of the time**
- > **HR professionals have the opportunity to save more than 40 working days per year**
- > **Real projects - real experience - real results**
- > Inspirational workshop of project management covers requirements for new HR within the business environment of the 21st century
- > Project management application reflects the needs of HR and is realized from HR experience and perspective
- > During active 2 days of workshop participants acquire basic knowledge of project management tools and principles

2. Who is the workshop for?

HR professionals at all levels of governance, that:

- > identify themselves with the challenges for HR in the 21st Century
- > see changes as a chance to move forward
- > have the courage to challenge the „status quo“
- > **looking for new insights and innovative solutions for their HR projects**
- > want to achieve more effective results by applying modern management methods
- > want to inspire and innovate their management style
- > increase the added value of HR for the company and its team
- > **Networking, sharing of experiences, best practices and know-how, inspiration, development and growth**

3. COMM-PASS approach Benefits:

- > develop specific competencies in HR field, which increase efficiency and effectiveness of HR professionals in their daily practice
- > designed by experienced HR professionals in collaboration with experts in project management, that mutually bridge the expertise and HR knowledge with modern tools and principles of project management according by worldwide standards and methodologies
- > ensures high applicability for HR professionals and their specific needs
- > **principles of project management are translated „into the language and the world of HR“ and transferred in practical applicable form**

4. The project based workshops - solutions for HR

- > Unique training approach that combines general technical knowledge of project management with unique needs and demands of modern HR environment
- > Reaching the basic knowledge and skills of project management
- > Practical approaches tailored to the specific needs of HR
- > Focused on key principles, tools and techniques of project management
- > **Team solutions for participant's specific projects - practical outcomes ready for application in everyday practice**

5. „PM for HR Professionals Basic.“ major areas

- > Business environment - why projects?
- > What is a project, Project parameters
- > Project Management and Project Cycle
- > Project boundaries
- > Project overview statement
- > Project triangle
- > Planning project activities – Work Breakdown Structure (WBS)
- > Project time planning - Gantt chart
- > Resource Planning
- > Risk management

6. Peter Minárik - project management expert

- > Graduated FHI at the University of Economics in Bratislava and IMPAC University in the USA. He worked for several international consulting companies, where he was responsible for several projects aimed at optimizing streamline processes, increase productivity and profitability of companies
- > His aim is to actively contribute to sharing of „best practices“ among Slovak managers. In his practice he puts emphasis on team building and correct relations. His basic priorities include the development of innovative value and mutual inspiration with clients
- > One of the keys to success he treats the ability to understand the real needs of the client, mutual cooperation on solutions development and their subsequent implementation

7. HR references and experience

- > **PM in HR means to me efficient and professional tool to manage our HR projects and yearly targets that we set as a team.**

Through Project Management tools is our entire team kept informed about the current status of the project, about current status of the project goals fulfillment and I can obtain operating overview of the project at any time. Implementation of Project Management to purely linear structure factory has brought us entirely new possibilities for employee motivation.

We have real benefits not only from well-managed projects, but also from the position of quality and multiple projects skilled project manager is to us an option to verify the reality of the potential of people who are planning to entrust the leadership and management position in the line structure.

Zuzana Boorová, HR manager

ZF Sachs Slovakia a.s. , ZF Boge Elastmetall Slovakia a.s., ZF Levice s.r.o.

- > **Project Management Training for HR were two days full of activities, practical tasks, demonstrations and case studies events from practice ...**

... and all this in a friendly, informal and cooperative atmosphere. Lecturers with experience in HR and PM taught us in particular project thinking that can be applied to all activities, which are in working life we encounter.

I appreciate the individual approach, simple and yet meaningful explanation of theory, tasks based on real situations and projects, as well as the opportunity to discuss with each other and thus share our insights and best practices.

Martina Kováčová, HR partner
ADIDAS

- > **Project Management for HR is a very good tool for HR people who lead projects mostly intuitive, but know that it could be better.**

It really helped me to learn what phases is the project consisting of and what is important to do in particular stages of project. Correct definition of the objectives and requirements, resource allocation as well as the risks and barriers.

Working on my real project from work, helped me a lot during the workshop. I was able to directly develop my project with Peter and the other participants. I can happily say that I have successfully completed the project and workshop project management for HR certainly helped me to realize it.

Martina Nagyová,
Regional Talent Acquisition Manager at Dell

8. Organization and conditions

- > Workshop duration: 2 days
- > Price: 290 EUR Excluding VAT / per 1 day
- > For more information please contact us

9. Modern perception of HR projects brings:

- > freedom > talent > passion > creativity > taking responsibility > own satisfaction > „challenge status quo“ > inspiration to go forward > courage to show new perspective and approaches > new options > appetite to invest their own time, power and energy > willingness to go an extra mile > be yourself and stand out from the crowd > the courage to go to unknown > power to have own opinion > understanding the big picture > innovative results > joy >

10. Project management - an innovative tool for modern HR professionals in 21st Century

- > Project management is no longer just a privilege of project managers. Concrete principles and tools are applied to real HR projects and tailored to specific HR challenges, needs and specificities
- > Teamwork and cooperation of HR professionals on the concrete projects brings to workshop's participants new views and experiences. Through the realization of selected real projects HR participants receive concrete solutions to their real problems and challenges. Created solutions are directly applicable in their HR practice
- > Experienced professionals can be developed further through the Project Management Advanced HR workshop in duration of 2 days, that brings to participants a deeper understanding of project management and addresses complex HR challenges and problems

We're looking forward to see you,

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Ing. Peter Minárik

