

# Leadership in Project Management



Leadership skills are perhaps the greatest determinant of project success. Project managers must demonstrate leadership effectiveness throughout each phase of the project life cycle.

This course explains the challenges and issues concerning effective project leadership and how to best meet these challenges. It evaluates various leadership theories and will help project leaders assess their own personal styles; describes motivational approaches and barriers to team performance and the stages of team development. In this course you will learn how to best resolve conflicts and manage agreement, and how to enhance communications effectiveness.

You will develop the necessary skills to get the maximum performance from every member of the team, know how to apply the methods of leadership that are most appropriate for achieving project success and discover which forms of leadership and communication are best suited to the various stakeholders. You will learn techniques for resolving conflict and managing team issues, and gain a solid understanding in analyzing stages of team development and maximizing project team effectiveness.



The course is asynchronous; there is no need to be online at a specific time. The instructor will provide materials, lectures, tests, and assignments that can be accessed at any time. Students are given a timeframe during which they need to complete the assigned activities, participate in discussion forms, and submit their exercises in order to receive a grade.

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## About this course

This is a three week long course, every week students will work on the activities and exercises required to meet the learning objectives. Students require an average of one hour per day to complete the assigned activities. You will need an average of one hour per day to complete the required activities such as lectures, forum participation and case study exercises. Students will participate in engaging online conversations, and will learn from the experience of development professionals from around the world. During the course you will receive a constant guidance from the instructor.

## Audience

This is the perfect course for those new to the role of project manager and also for team members who want to develop their leadership skills. Course participants include: team members, program managers, project supervisors and project managers wishing to increase their skills and knowledge to lead team members. Participants to our courses come from various parts of the world, and they bring a wealth of experience and knowledge that is shared in the course forums.

## Objectives

Upon successful completion of the Leadership in Project Management online course, participants will have a solid understanding of modern leadership theories, understand the different motivational approaches, identify the techniques for resolving conflict and managing team issues, understand the elements of stakeholder analysis, know the steps to develop a communication plan, and the techniques for effective negotiations. Students will learn the key leadership skills that are necessary to lead development projects.

## Requirements

There are no requirements to take this course, although students will benefit if they know the type of work that occurs in development organizations or had some experience working on a development project. Students should have a good internet connection, Adobe Reader in their computers as well as MS Office to work on the course assignments. Good connectivity is required to watch some of the online videos. As a convenience to our remote students you can download most of the course material to read offline.

## Registration fees

The course fee is due before the start of the course; you can receive a 20% discount if payment is made one week before the course starts. On the registration page you can choose your preferred payment methods. We accept all major credit cards in a secure online payment system. We also accept payments via Western Unions or Money Gram. If you have any questions or require more instructions to send your payment please contact us at [info@pm4dev](mailto:info@pm4dev) Reference: eCourse LPM. We offer additional discounts for groups from development organizations.



# Leadership in Project Management

## Course Content

### Lesson 1 - Leadership (I)

- What is a leadership?
- Leadership Theories
- Leadership Styles
- Ten Leadership Skills
- Leadership Managerial Roles
- Situational Leadership

### Lesson 2- Leadership (II)

- Leadership Power
- Emotional intelligence
- Strategic Thinking
- Organizational Culture
- Organizational Politics
- Ethics and leadership

### Lesson 3 - Problem Solving

- Problem solving process
- Define the problem
- Understand the Consequences
- Generate solutions
- Select a solution
- Implement and monitor the solution

### Lesson 4 - Team Leadership (I)

- Leading Teams
- Effective Teamwork
- Team Roles
- Team Development Stages
- Team Building
- Team Dysfunctions

### Lesson 5 - Team Leadership (II)

- Motivation
- Embracing Diversity
- Delegating and Empowering
- Giving feedback
- Coaching and mentoring the team
- Talent management

### Lesson 6 - Managing Conflicts

- Conflict management
- Types of conflicts
- Causes of team conflicts
- Conflict resolution styles (i)
- Conflict resolution styles (ii)
- Managing team conflict process

### Lesson 7 - Communications

- Communication and leadership
- Communication skills
- The communication process
- Communication plan
- Team communications
- Communicating for impact

### Lesson 8 - Stakeholder Relationships

- Stakeholder management
- Stakeholder analysis
- Stakeholder mapping
- Stakeholder engagement (i)
- Stakeholder engagement (ii)
- Building stakeholder relationships

### Lesson 9 - Negotiating

- Project negotiations
- Negotiation strategies (i)
- Negotiation strategies (ii)
- Negotiation process
- Negotiation skills (i)
- Negotiation skills (ii)

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## Instructions

- **Registration.** See the **course schedule** to select a date
- **Fees.** The course fee is **USD150** and is due before the start of the course, you can receive a **20% discount** if payment is made one week before the start of the course. Used code 20LPM
- **Group Discounts:** For groups or organizations that want to register 5 or more students we offer an additional 10% discount.
- **Access.** You will have access to the online course a couple of days before the start of the course to prepare and get familiar with the site
- **Course Limit:** The course is limited to **20 students** per class.
- **Course Duration.** The course is three weeks long and requires between 30-40 hours to complete it.
- **Materials.** Course materials are available for download from the online course module page to allow for printing and review.
- **Evaluation.** It is required that participants complete the course evaluation after they take the final exam.
- **Course Credit.** This course provides **35 PDUs** (Professional Development Units)\* or 35 contact hours.

## Certificate

Students that successfully complete the course will receive a completion certificate. The certificate is a demonstration that you have learned the concepts and techniques for successfully leading a project; it is a valuable credential for your professional growth.

Upon receiving your certificate, you will join a growing number of people who are building their competencies to increase their skills and knowledge to improve the quality of the projects they manage. The certificate is delivered worldwide via First Class airmail at no extra cost.



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## Certification Program

This course is part of the PM4DEV Certification Program. The Certified Development Project Manager (CDPM®) is a certification program designed to increase the capabilities of staff working in development organizations and NGOs worldwide. The CDPM® certification confirms that the participants have acquired the knowledge on the use of processes, methods, techniques, and tools necessary for the effective management of development projects.

The PM4DEV certificate program provides you with a comprehensive training in development project management. To earn the certificate, you will select and complete two core courses and select elective courses that best meet your individual learning objectives. You may also register for one or more individual courses if you are interested in specific topics in project management or want to learn a new skill.

### Certification Levels:

Participants who successfully complete the requirements will receive the Certificate in Development Project Management from PM4DEV.

**CDPM Level I Three Courses** Total credit hours 105 hrs. (10 CEUs)  
- FPM - Fundamentals of Project Management  
- EPM - Effective Project Management  
- One elective course (or one course from level II)

**CDPM Level II Four Courses** Total credit hours 140 hrs. (14 CEUs)  
- APM - Adaptive Project Management  
- LPM - Leadership in Project Management  
- Two elective courses (or two courses from level I)

**CDPM Level III Five Courses** Total credit hours 175 hrs (17 CEUs)  
- OPM - Organizational Project Management  
- MPM - Mastering Project Management  
- Three elective courses

# Leadership in Project Management

## Course Feedback

**Over the last year we have received very good feedback from students of this online course, here is a small sample:**

"The Leadership in Project Management was a great course and I would recommend it to anyone working within the international development who is interested or works in project management. It provided great insight into key concepts relevant to leadership and taught practical steps how to become a better leader and work successfully within and with the project team as well as key stakeholders."

***Michelle Szaraz, United Kingdom***

"An educative, engaging, interactive and applicable course for persons leading humanitarian teams; wither it is your first time, or you already have loads of experience, you will find this course both interesting and challenging. I enjoyed it, i learned and grow within the course and will recommend this course to anyone wanting to make a difference in humanitarian leadership.."

***James Senesie, Action Contre La Faim - Sierra Leone***

"It was an excellent course. I learnt new leadership concepts in project management that will help me in my professional career."

***Rehema Batti, Henry Jackson Foundation - Kenya***

"Great course ! There are many topic that i could apply to improve my leadership style, like situational leadership, conflict management, and communication. Because when i reflected to my experience about these topic, i could feel that what i did was quite wrong. So for me, this course can be your leadership coach. "

***Marcell Sinay, Wahana Visi Indonesia - Indonesia***

"I am fortunate to have enrolled for this course. The LPM course provides me a spring board to effectively play leading roles as well as work better in project teams. I am particularly pleased with the materials which will serve reference purpose even after the course has come to an end. Thank you PM4DEV!"

***Josephine Obinyan, Global Affairs Canada - Nigeria***

"An excellent course, delivered very professionally and supported by an excellent set of materials. The h interaction with the other learners has been very rewarding, stimulating and inspiring."

***David Luigi Fuschi, BRIDGING Consulting Ltd - UK***



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In 2013, PM4DEV became a Registered Education Provider (R.E.P.), approved by the Project Management Institute (PMI)®, to issue professional development units (PDU's) for its project management training courses.

Our instructors are experienced trainers and project managers who are PMP® certified. Our comprehensive courses in project management theory, fundamentals, principles and practices are designed around industry best practices and based on the Project Management Institute's (PMI®) Project Management Body of Knowledge (PMBOK®).

We are confident in our ability to provide comprehensive, practical courses that will enable you to further your project management education.