

**For additional information
contact:**

NYS CIO/OFT
Enterprise Program Management
Office

518-402-4780
EPMO@cio.ny.gov



NYSNA PMMP Facility



Enterprise Program Management Office

NYS CIO/OFT
State Capitol ESP
P.O. Box 2062
Albany, NY 12220-0062

Phone: 518-402-4780
Fax: 518-486-1120
E-mail: epmo@cio.ny.gov



**Project Management
Mentoring Program**



Project Management Mentoring Program

The Project Management Mentoring Program is designed to increase the core group of expert project managers within New York State government available to manage the increasingly complex and expensive projects necessary to support the government's business. Experienced project managers, with the prerequisite skills, who are selected to participate in the program will be assigned as interns to a more experienced project manager who will serve as their mentor.

The program is 20 days over the span of six months, and during that time the intern will work under the guidance of the mentor while working on his/her own agency project. Throughout the program, CIO/OFT will provide formal Project Management training classes for the interns as a group. The mentoring program will provide the opportunity for the interns to apply the techniques they are learning in a structured, supported environment, and for the mentors to support, reinforce, and elaborate on the lessons of the formal training.



Highlights of the PMMP Program

- Formal classroom instruction is provided to the interns as a group.
- Skills and Knowledge inventory resulting in Individual Development Plan (IDP) with mentor.
- Interns and mentors work together both in structured settings and informally to apply, reinforce, and elaborate on the techniques learned in the classroom.
- Successful interns go on to be mentors providing continued learning opportunities.
- Both mentors and interns benefit from the sharing of knowledge and experiences.
- Participants build a network of peer project managers to collaborate with in solving problems.
- Participating agencies benefit from increased and sustained success in business transformation and technology projects.
- The PMMP curriculum incorporates the NYS Project Management methodology as documented in the New York State Project Management Guidebook.



Prerequisite Skills & Abilities for Interns

Interns should demonstrate:

- Understanding of Project Management methodology, standards, procedures, and processes, as well as a desire to promote their implementation within their organization and statewide.
- Ability to multi-task and manage projects in a cross-functional environment.
- Ability to lead and motivate staff by applying skills and techniques to solve dynamic problems.
- Written and oral communication skills, as well as the ability to present and explain technical information to persuade others and promote understanding.
- Ability to manage internal and external projects from initiation, through planning, development, implementation and deployment, through closeout.
- Customer focus and ability to manage client and stakeholder expectations.
- Ability to communicate all aspects of project status, performance, budget, reporting, etc., to all stakeholders and clients at the appropriate level of detail.
- Understanding of organizational influences and culture and the ability to negotiate these environments to achieve project success.
- Technical aptitude and ability to grasp a general knowledge of multiple disciplines and technologies.
- Understanding of business and financial principles.