Project Management
Spiral Model

Project Manager Is

• an organizer able to understand, plan and coordinate efforts and resources in order to reach the goals set;
• a strategist able to define short-term and long-term goals, and continuously compare them with the initial goals of the organization and project;
• a motivator with skills and capacity to motivate people (employees, volunteers, youth etc.), and to involve them into the project;
• a financier who has the knowledge and credibility needed for competent financial management and accounting;
• an activist capable of coming up with socially meaningful initiatives and ideas with explicit orientation on values;
• a visionary able to foresee social innovations and changes likely to result from the project implementation;
• a public person sensitive to issues that concern the life of community and organization, which (s)he belongs to;
• a social worker able to care for people, not work instead of them, but rather inspire them to define their future through participation in the project;
• a teacher and a student able to simultaneously provide people with something new and to learn from them, adapting this experience to his/her environment, organization and project; able to monitor and evaluate various processes continually comparing them with initial goals, changes in plans and tasks, according to circumstances.
Project Life Cycle

- Optimism: Let's go!
- Pessimism: scepticism

- Weeks and Months:
  - Organisation is under threat
  - Should we go on?
  - There are no visible results

- Project's black day:
  - Orchestra and fireworks
  - Some results appear
  - Seems that it's not a bad idea

- It will take some time

- We did it!
Managing those who do the actual work
(selection and recruitment, encouraging team-work, informing and consulting, ensuring involvement in the decision-making process, providing necessary skills and knowledge, training, monitoring, recognition, rewarding, providing personal support)

Let's work
In relatively small organizations, it is not uncommon for a manager to assume the major part of the actual work in their organization. In addition to this, every employee should be ready to assume a managerial role in relation to him/herself.

Managing work
(defining clear and realistic goals, providing appropriate resources, planning, effective systems and procedures, time management, clear-cut standards and expectations, assessment of quantity and quality of the work done, amendments and changes)

Managing material resources
(premises, equipment, materials, storage facilities)

Managing finances
(financial planning, monitoring, control, financial aid)

Managing external relations
(contacts with other organizations/teams, sponsoring organizations/donors, representative functions, advertisement, advocacy, useful contacts)

Managing information and communication
(assessment of ideas and information by third parties (organizations/teams), internal assessment of ideas and information, appropriate level of communication, accumulation of information)
8 Conditions for Project Success

1. Organizational structure complies with the features of the project team.
2. The team is involved in planning.
3. The team determines the schedule of the project implementation.
4. The team adopts a realistic budget.
5. The project effectively uses the planning methodology which prevents the project from turning into an end in itself.
6. The project team collaborates with all stakeholders, rather than working against them. All procedures are respected.
7. Within the team, there is an agreement what presents concrete and realistic goals.
8. Project beneficiaries are initially involved in the project implementation.
8 Reasons for Project Failure

1. Insufficient authority of the project manager.
2. Weak involvement of the project team members in the initial planning of the project.
3. Lack of participation of the project team in problem solving.
4. Inadequate communication skills.
5. Inadequate technical skills.
6. Inadequate administrative skills.
7. Unrealistic project timeline.
8. Unclear project goals.