## Specialist competence matrix – **project management**





Knowledge	<ul> <li>Good general knowledge of recognised project management processes (such as P2, Agile, MoRPHE), project planning, assignment of roles and responsibilities and staged management.</li> <li>Understanding of the role of the business case and principles of product-based planning, as well as the need for other project documentation.</li> <li>Knowledge of risk and issue (change) management processes.</li> <li>Knowledge of reporting and communications mechanisms to be used within projects and for the Project Board or client.</li> <li>Knowledge of benefits review evaluation processes.</li> </ul>
Autonomy	<ul> <li>Ability to work under supervision to compile project documents.</li> <li>Ability to communicate to the project team and client within set limits of authority.</li> <li>Understand how quality is managed and who is responsible for quality management.</li> <li>Ability to initiate tasks and suggest new approaches.</li> </ul>
Coping with complexity	<ul> <li>Ability to manage projects involving a single stage or small number of stages and teams.</li> <li>Ability to identify project risks and issues and suggest appropriate solutions using recognised project processes.</li> </ul>
Perception of professional conduct	<ul> <li>Understanding of the implications and benefits of a project for the organisation, client and the wider sector.</li> <li>Demonstrates understanding of the ethical requirements of the <i>Code of conduct</i> and can apply to own work.</li> <li>Upholds the values of the Institute to work in the public interest.</li> </ul>

## Specialist competence matrix – **project management**





Knowledge	<ul> <li>Knowledge of how to apply recognised project management processes to a variety of types of projects, based on experience.</li> <li>Understanding of how to produce a business case, product plans, and other project documentation.</li> <li>Knowledge of the sorts of risks and issues (change) that will need to be managed.</li> <li>Knowledge of which reporting and communications mechanisms work best in given situations.</li> <li>Knowledge of how to carry out benefits review/evaluation from experience.</li> </ul>
Autonomy	<ul> <li>Ability to compile project documents for review by senior Project Manager.</li> <li>Ability to delegate to project team and communicate with client within set limits of authority.</li> <li>Ability to oversee the quality management process.</li> <li>Ability to initiate tasks and implement new approaches.</li> </ul>
Coping with complexity	<ul> <li>Ability to manage projects involving a multiple stages and teams.</li> <li>Ability to identify project risks and issues and implement appropriate solutions using recognised project processes.</li> <li>Can recognise and resolve potential conflicts of interest within an established framework.</li> </ul>
Perception of professional conduct	<ul> <li>Understanding of the implications and benefits of a project well enough to suggest new projects or processes for the organisation, client and the wider sector.</li> <li>Ability to use lessons learned from past projects to inform project decision making.</li> <li>Understands the ethical requirements of the <i>Code of conduct</i> and uses them to guide and review own practice and, where applicable, that of others.</li> <li>Upholds and promotes the values of the Institute to work in the public interest.</li> </ul>

## Specialist competence matrix – **project management**





Knowledge	<ul> <li>Substantial understanding of recognised project management processes and how to adapt and improve processes if necessary.</li> <li>Responsibility for producing the business case and (recommending) sign off for project documentation.</li> <li>Authoritative knowledge of risk management processes.</li> </ul>
	<ul> <li>Responsibility for reporting and benefits review.</li> <li>Knowledge of how to be a mentor to others in project processes.</li> </ul>
Autonomy	<ul> <li>Ability to compile project documentation and set direction of projects.</li> <li>Ability to delegate to project team and communicate with Client directly.</li> <li>Ability to assign roles and responsibilities and set limits of authority.</li> </ul>
Coping with complexity	<ul> <li>Ability to manage complex projects in a range of different environments.</li> <li>Ability to address project change using innovative means if necessary.</li> <li>Can anticipate, recognise, and resolve potential conflicts of interest.</li> </ul>
Perception of professional conduct	<ul> <li>Ability to develop Stakeholder/Client relationships, and work within external project delivery teams.</li> <li>Understanding of the implications and benefits of a project well enough to suggest new projects or processes for the organisation, client and the wider sector.</li> <li>Ability to use lessons learned from past projects to inform project planning.</li> <li>Demonstrates professional judgement and ethical behaviour across a wide variety of complex situations, supporting and encouraging others to do the same.</li> <li>Promotes the values of the Institute to work in the public interest with colleagues, clients, and stakeholders.</li> </ul>