

SPM – 100 Project Management Essentials

Assignment #2 (Unit 2 material) 30 Marks Total

MAJOR DELIVERABLE

- Your project team's goal is to **produce a plan** to hire twelve (12) to fifteen (15) senior project managers to **teach project** management at a local college.
- This plan must be ready for implementation on **14 October 2023**, and hiring complete by 14 Nov 2023.
- You have carte blanche as to the type of approach you take.

KEY INTERIM DELIVERABLES

Treat this Case Study as a project including project documentation:

15 Marks

- **Scope, Quality, Risk, HR, Communications** (Project Charter)
- **Time [Schedule] and Costing Estimates** and
- "Product" Documentation (all the deliverables listed below)

5 Marks

- Use the information from this course to determine **what skill and/or attributes** each candidate should have.
- Research and determine which **evaluation/selection models** you will use.
- Document how these models can be used to **narrow down the potential list of candidates**.
- Document **how the use of these models satisfies the Case Study deliverables** you have been given.

ADDITIONAL KEY INTERIM DELIVERABLES

This **plan should include**, but is not necessarily limited to:

10 Marks

- Deciding what your **criteria** are, in terms of **skills and attributes**, for these project managers to have, clearly identifying those criteria and why they are relevant to the role.
- Turn all the requirements into **job descriptions and job advertisements**.
- Deciding **how, and by whom, selected candidates will be interviewed**.
- Deciding the **appropriate interview questions** for the particular stage in the **hiring process**. (6 Questions only)
- Deciding **salaries and benefits** to be offered finalists in the selection process.

NOTE:

You have the authorization to hire outside personnel, e.g., consultants, agencies, recruiters.

PROPER REFERENCES and ATTRIBUTION must be included.