

A successful project manager requires a lot of different skills. Some of these are acquired through technical training and experience, while some are innate leadership and organizational skills. I feel it's easiest to summarize why I am an effective PM by putting together a graphic. Across the top row, it covers the key PM areas I think are essential to being successful in this role, and along the columns underneath, how I implement these skills with my projects and teams. I do hope to get to discuss my skills and experience with you in more detail.

Best,
Sonali Marlin

COMMUNICATION	LEADERSHIP & VISION	TEAM MANAGEMENT	RISK MANAGEMENT	PERSONAL TRAITS
Roughly 90% of a PM's time is spent communicating	Change focus from just completing tasks, to empowering	Inspiring groups to work together for overall success	Predict and create solutions to issues before they happen	Passionate about personal and professional growth
Effectively convey vision, ideas, goals, and issues	Being authentic, and living by my core values	Creating a strong team identity	Having foresight about potential risky situations and having potential solutions ready to go	I am detail-oriented, yet can keep the long-term vision/goals in sight.
Producing concise accurate reports and presentations	Leading with clear vision and partnership with client	Level-headed conflict resolution	Speedy but well-informed decision making	I like finding patterns in chaos and organizing things
Running efficient useful meetings with teams and clients	Improve and innovate, ask questions, encourage diversity of thought	Strategies to address poor team performance	Building in more flexibility and agility in the project process	I always strive to learn more from peers, from books, from past projects.
Negotiating resources, budgets, schedules, scope	Empower the team, create space for growth, energize and engage the team	Team goal setting, task delegation, and evaluating performance	Ensuring transparency, accountability, good governance	I thrive in fast-paced environments with lots going on, while yet staying calm
	Build strong inter-personal relationships and trust		Encouraging more collaboration with teams to improve knowledge sharing	Maintaining a sense of humor through a tough spot!
	Establish solid processes for the future			