



Project Management Workshop Agenda (March 19-20, 2025) Saskatoon Inn, Canadian Room

Workshop Objectives:

- To provide foundational technical knowledge of project management terms, tools and techniques.
- To introduce a project management framework that is relevant to First Nation political, financial and socio-economic environments.
- To address the ways Chief & Council, Administration and Contractors can work together.
- To provide practical tools and techniques that can be applied immediately to real-world projects within the participants' respective First Nations or indigenous organizations.
- To engage participants to share their project management experiences and advise to support the development of their colleagues.

Workshop Agenda:

Day 1 (March 19)		
8:30	Breakfast	
9:00	Opening & Introductions	Group
	Overview of the Workshop	Facilitator
	Roundtable Discussion on Current Projects, and the Challenges the Participants are Facing	Group
10:30	15 Minute Break	
	Introduction to Project Management <ul style="list-style-type: none"> • Project Management Terminology • Project Phases • Roles (Leadership, Admin, Members, External) 	Facilitator
Noon	Luncheon Speaker Project Management - Team Structure: Allocation of team roles and responsibilities to ensure successful development projects. MLCN Investment Management Corp. Dave Ball, Property Manager	
1:00	Group Exercise: Aligning Projects to Needs	Group
2:30	15 Minute Break	

	Project Design <ul style="list-style-type: none"> • Translating needs and strategic goals into projects 	Facilitator
4:00	Adjourn	

Day 2 (March 20)

8:30	Breakfast	
9:00	Review of Day 1	Facilitator
	Developing Workplans & Budgets	Facilitator
	Group Exercise: Project Planning	Group
10:30	15 Minute Break	
	Group Exercise: Project Planning (Continued)	Group
Noon	Lunch	
1:00	Guest Presentation on Real-World Project Management Experiences	Guest Presenter
2:00	15 Minute Break	
	Project Administration <ul style="list-style-type: none"> • Procurement & Contract Administration • Financial Management • Reporting 	Facilitator
	Summary and Reflection	Group
4:00	Closing	