

CMPM 3

Certified Mechanical Project Manager - Level 3

NEWLY RE-DESIGNED PROGRAM
Developed to meet the needs of Senior PMs



August 13 - December 10, 2018

Sponsored by



Mechanical Contractors Association
WESTERN WASHINGTON

The Senior-Level Mechanical Project Manager Certification Program (CMPM-3) is a competency-based learning experience designed for:

- a) Senior managers and company leaders with more than 7 years of experience**
- b) CMPM-2 graduates who are on fast-track career paths**
- c) Past CMPM-3 participants who will benefit from reviewing topics and new learning experiences**



Benefits of Attending the Program:

- Gain exposure to thought-provoking ideas and current industry trends
- Participate in peer group discussions facilitated by top speakers
- Receive 'ready-to-apply' techniques for profitable management
- Acquire valuable skills on how to build, motivate & lead great teams
- Position yourself and your firm for the future
- Perform hands-on activities using case studies with real-life scenarios



What others have said about the program:

"CMPM-3 exposed me to new ways to view and approach both work and life with a set of tools that will be invaluable..."

"It has given me more insight into management level decisions and choices that need to be made."

"Gave me the tools I need to succeed as a manager."

"It has been an excellent program. I have really had the opportunity to look at my own goals and where I want to be."

Schedule & Location:

- Modules will take place at the MCAWW Training Center (1100 Olive Way, Suite 1250, Seattle).
- Classes meet every other Monday, with the exception of November where classes are three weeks apart to avoid Thanksgiving week.
- All classes include lunch at 11:30 am.

Session	Date*	Time
Developing Yourself & Your Team for Peak Performance Part 1	August 13, 2018	12:00-4:00 pm
Developing Yourself & Your Team for Peak Performance Part 2	August 27, 2018	12:00-4:00 pm
The Project Manager & Foreman Relationship	September 10, 2018	12:00-4:00 pm
Financial Management for the Senior Project Manager	September 24, 2018	12:00-4:00 pm
Risk Management	October 8, 2018	12:00-4:00 pm
Conflict Resolution Skills	October 22, 2018	12:00-4:00 pm
Strategies for Negotiating on Your Projects	November 5, 2018	12:00-4:00 pm
The Trusted Advisor Role	November 26, 2018	12:00-4:00 pm
Culminating Project	December 10, 2018	10:00 am - 4:00 pm

* *subject to change*

Tuition: Tuition for the program is \$1,900. Tuition includes class materials and lunch for each session.

Course Modules - OBJECTIVES

Developing Yourself & Your Team for Peak Performance (Parts 1 & 2)

- ☑ Improve your team's workplace performance through motivation, morale and by imparting vision.
- ☑ Learn to delegate effectively to improve your employees' development, as well as your own professional development.
- ☑ Identify team members to mentor and coach. Learn how to use personal and peer coaching along with feedback to reach professional goals.
- ☑ Develop a personal plan to grow and develop yourself, your career, and your team.

The Project Manager and Foreman Relationship

- ☑ Understand the role of the foreman and their challenges.
- ☑ Share with the foreman the role of the PM and their challenges.
- ☑ Identify opportunities for better communication with the foreman to increase teamwork and productivity.
- ☑ Understand and be able to break down traditional barriers in alignment of skills, experience, and perspective to build trust, align your goals, and create a win/win.



Financial Management for the Senior PM

- ☑ Understand the role of the Sr. PM in long- and short-term company financial strategies.
- ☑ Identify how your projects can impact company cash flow in order to make informed decisions that will benefit the big picture and the company's bottom line.
- ☑ Understand what the CFO/VP level needs to know about your projects' financials and what questions they may ask.

Risk Management

- ☑ Understand your role as the risk manager on your projects.
- ☑ Learn how to define and prioritize project risks.
- ☑ Apply risk management tools on your projects that align with your company's risk & reward strategies.

Conflict Resolution Skills

- ☑ Know the benefits of having healthy conflict within and between teams.
- ☑ Apply conflict management skills to leverage creativity and input in order to achieve impactful win/win results.
- ☑ Evaluate opportunities for resolution to jobsite issues, both internally (with your project team) and externally (with your home office or consulting engineers).

Strategies for Negotiating on your Projects

- ☑ Understand what is negotiable and how to negotiate during a project.
- ☑ Apply newly acquired skills to better understand opportunities for contract negotiations with owners and GCs.
- ☑ Know how to leverage negotiating strategies to maximize profitability and strengthen long-term relationships.
- ☑ Design strategies that provide solutions, even in cases where both parties could lose.

The Trusted Advisor Role

- ☑ Define the role of Trusted Advisor and key skills of a Trusted Advisor.
- ☑ Understand your corporate culture and leverage your personality to develop yourself into a Trusted Advisor for your clients.
- ☑ Apply the tools of the Trusted Advisor to strengthen and leverage relationships with clients and others outside of your organization (up, down and horizontally).
- ☑ Become number 1 on your clients' speed dial and move from a transactional relationship to a long-term partnership.

The Culminating Project - Putting It All Together

During the final class, students will complete a culminating project that ties all the modules together. The project will be completed in teams, and the course will conclude with review and reflection on each team's decisions.



FACILITATORS



Troy Aichele, Project Executive & Business Development Leader
Holmberg Mechanical

Facilitating *Risk Management*
Co-Facilitating *The Project Manager & Foreman Relationship*



Jerry Bush, President & CEO
University Mechanical Contractors, Inc.

Co-Facilitating *Strategies for Negotiating on Your Projects*



Tamara Butler, Director of Education
MCA of Western Washington

Co-Facilitating *The Culminating Project*



Diane Cullen-Levin, Founder
Quad 2 International LLC

Facilitating *The Trusted Advisor Role*



Leah Gutmann, Founder & President
First Forward Consulting

Facilitating *Financial Management and Conflict Resolution Skills*
Co-Facilitating *The Culminating Project*



Ed Kommers, Executive Director
MCA of Western Washington

Co-Facilitating *Strategies for Negotiating on Your Projects*



Mike Kunkel, Plumbing Superintendent
MacDonald-Miller Facility Solutions

Co-Facilitating *The Project Manager & Foreman Relationship*



Gary Polain, Principal
OZmosis Leadership

Facilitating *Developing Yourself & Your Team for Peak Performance Parts 1 & 2*

MCAWW Board of Education Mission:

**Providing MCAWW Members innovative,
meaningful learning opportunities**

Knowledge ~ Growth ~ Respect

MCA of Western Washington

is proud to sponsor ongoing educational programs and seminars
for the benefit of our members:

Project Manager Certification:

CMPM 1
CMPM 2
CMPM 3

Technical Training Series:

Intro to HVAC
HVAC Engineering
Plunging into Plumbing
The Last 10%

Additional Programs:

Mechanical Contracting Leadership (MCL)
Mechanical Service Professional (MSP)
Foreman Training Programs

Sample of Recent, Specialized Seminars:

Blueprint Reading
Personal Branding
Fierce Conversations Workshop
Dominate Your Day with MS Outlook
CPR & First-Aid Certification
MCCM
Supply Chain Management
Intro to Hydronics & Steam

**For more information, please contact
Tamara Butler, Director of Education, at (206) 442-9029,
or via email at tbutler@mcaww.net**

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Ty Baldi, *Ferguson Enterprises*

MCA of Western Washington

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REGISTRATION FORM

CERTIFIED MECHANICAL PROJECT MANAGER TRAINING PROGRAM CMPM #300-18



(all fields are required; incomplete applications will not be processed)

Name: _____

Title: _____

Firm: _____

Work Phone: _____

Cell: _____

Email: _____

Education: _____

Supervisor: _____

List any dietary restrictions or allergies: _____

Please tell us about your years of experience:

Years in the industry _____ Years as a Project Manager _____

Confirm that you are available for all classes or list any known exceptions:

I am available for all classes or Known Exceptions: _____

Check here if you require special accommodations under the American with Disabilities Act.

Check here to opt in to the MCAWW E-Newsletter and stay current on all upcoming classes and events

Registration Instructions:

1. Submit completed registration form and a brief paragraph stating why you want to enroll in this program. Outline your biggest challenges and your greatest strengths as a project manager.
2. Remit your application materials in any of the following ways:

Via Email:
tbutler@mcaww.net

Via Mail:
MCA of Western Washington
1100 Olive Way, Suite 1250
Seattle WA 98101

Via Fax:
(206) 442-9364
Attn: Tamara Butler

3. All materials must be received by **July 23, 2018**. Payment is not due at this time.
4. The MCA Board of Education will review and evaluate all applications.
5. Candidates will be notified of their acceptance into the program.
6. Upon acceptance into the program, **payment of \$1,900 will be due to MCAWW by August 13, 2018.**

MCA of Western Washington occasionally videotapes, records or photographs events for the purpose of responsibly promoting the association and/or attendance at future events. By registering for this program you agree to allow us to use your name and likeness for such purposes.

~ Class size is limited; number of attendees per firm may be limited ~
~ Firms are encouraged to submit all applications and list order of priority ~

For questions, please contact Tamara Butler at 206-442-9029 or via email tbutler@mcaww.net

Registration Deadline: July 23, 2018