

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
SPM-1

Technical Training Series:

Intro to HVAC
HVAC Engineering
Plumbing
The Last 10%

Sample of Recent, Specialized Seminars:

Business Writing
Customer Retention
Organizational Skills / Getting Things Done
Evaluating the Financial Performance of Your Service Business
Union Payroll Trust Reporting
Making Your Service Business More Predictable
Welding Economics
Predictive Maintenance Technologies
Project Planning for Foremen
PM Documentation
Change Orders / The Real Cost of Changes
Proposal Writing
Jobsite Productivity

For more information, please contact

Robin Cowper, Director of Member Services and Education at (206) 442-9029,
or via email at rcowper@mcaww.net

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MCA of Western Washington

1100 Olive Way, Suite 1150, Seattle, WA
Tel. (206) 442-9029 ~ Fax (206) 442-9364 ~ www.mcaww.net

CMPM 2



Certified Mechanical Project Manager Level 2

#200-12

**Enhanced Skills for
Experienced Project
Managers**

**April 17 - June 19, 2012
(Tuesdays)**

Sponsored by



Mechanical Contractors Association
WESTERN WASHINGTON

How can I improve my leadership skills?

How can I effectively estimate and sell a complex change order?

How do I negotiate a solution to a situation where both parties could lose significantly?

How can I better project the job margin?

How can I improve my presentation to clients as well as to my own firm?

...Learn this & much more!



Here is what some past CPM 2 students have to say about the program:

"By understanding the bigger picture, I can see how my decision on the project I manage can affect our company as a whole."

"...[CPM 2] has challenged me to a higher level of professionalism..."

"The class reaffirmed topics I was familiar with, but also brought in effective tips and techniques that will help me achieve personal and company goals."



Who Should Take This Course: If you are a project manager with approximately 5-10 years of experience in mechanical project management and want to take your career to the next level, this program is for you! Candidates may already have significant technical skills, but need improvement in a wider range of more specific, advanced management skills, such as negotiating change orders, project forecasting and financial management.

The Career-Level Mechanical Project Manager Certification Program (CPM 2) is designed to help mechanical project managers consolidate their careers, providing them with **critical training that is difficult to obtain on the job**. Using a case study, students have the opportunity to explore real-life situations faced by experienced project managers. This is a flagship program that gives project managers an opportunity to practice skills that make a difference between profit and loss.

Topics Covered:

- Leadership Skills
- Project Forecasting
- Negotiation Skills
- Advanced Contract Terms
- Insurance & Risk
- The Real Cost of Changes
- Organization & Effective Meetings
- Presentation Skills I & II

Schedule & Location: *Classes will meet on Tuesdays:

April 17	1:00 - 5:00 p.m.	MCA
April 24	1:00 - 6:00 p.m.	MCA
May 1	1:00 - 5:00 p.m.	MCA
May 8	8:00 a.m. - 3:00 p.m.	MCA
May 15	1:00 - 5:00 p.m.	MCA
May 22	1:00 - 5:00 p.m.	MCA
June 5	1:00 - 5:00 p.m.	MCA
June 12	1:00 - 5:00 p.m.	MCA
June 19	1:00 - 5:00 p.m.	Harborside
Graduation Party: June 19 from 5:00 - 7:00 p.m. at Harborside		

Tuition:

Tuition for the program is \$1,500. A 25% tuition rebate will be awarded upon successful completion of the program.

REGISTRATION FORM



Mechanical Contractors Association
WESTERN WASHINGTON

CERTIFIED MECHANICAL PROJECT MANAGER TRAINING PROGRAM CMPM 2 - #200-12

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

Name: _____
Title: _____
Firm: _____
Work Phone: _____
Cell: _____
Fax: _____
Email: _____
Education: _____
Supervisor: _____
Supervisors E-mail: _____

Please tell us about your years of experience:

In the industry _____

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: _____

Registration Instructions:

1. Submit completed registration form, a summary of work experience and a brief paragraph indicating why you want to enroll in the CMPM 2 program. Remit your application materials in any of the following ways:

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

Via Mail:
MCA of Western Washington
1100 Olive Way, Suite 1150
Seattle WA 98101

Via Email:
tbutler@mcaww.net

2. All materials must be received by **March 16**, 2012. Payment is not due at this time.
3. The MCA Board of Education will review and evaluate all applications.
4. Candidates will be notified of their acceptance into the program.
5. Upon acceptance into the program, **payment will be due to MCA by April 16**, 2012.

~ **Class size is limited; number of attendees per firm may be limited** ~

Tuition for the program is \$1,500. A 25% rebate will be awarded upon successful completion.

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

Registration Deadline: March 16, 2012