HELOA

Professional Development Conference

Project Management, September 17th 2024, 9.30 - 15.30

Mercure Bristol Grand Hotel

9.00   **Registration opens**

9.30   **Welcome**

9.40   **Project Management: The Events Perspective, Kimberley Dean, Senior Recruitment Officer, University of Salford**
Hear more about project management tools that I have found useful when working in events and student recruitment

10.20   **Get Backstage: Managing Projects with multiple industry partners, Lily Rice, Access & Participation Manager, Guildhall School of Music & Drama**
As partnerships and collaboration become a focal part of widening access provision, this session will explore Guildhall's Award Winning 'Get Backstage' project as a case study for how to work successfully with external partners. Examining the project from development through to delivery and evaluation, this session will give an insight into how beneficial these collaborations can be but also how they can pose challenges to even the most agile project manager.

11.00   **Comfort Break**

11.15   **Video Review Session, Amy Manketelow, Planning and Projects Manager, Nottingham Trent University**
In this session, you will review the main points of the pre-conference video with the opportunity to clarify information and ask questions

11.45   **Lunch**

13.00   **Stakeholder Management and Engagement: Developing your stakeholder relationships so your projects can thrive, Amy Manketelow,**
How often do you think about your stakeholders? Do you know them as well as you could? Stakeholders can make or break your project, but they are often seen as a nuisance rather than an asset. This session will develop your understanding of how to manage your stakeholders and to get them to engage in a more productive way to allow your projects to thrive

14.30   **Comfort Break**

14.45   **Practical Session Presentations and Feedback**
This session will focus on the work taking place in the previous session, to share what you have accomplished throughout the day, listen to fellow delegates on their ideas and tasks and/or finish up the practical task of the day

15.30   **Finish**

*Programme is subject to change