

project delivery assurance

Capability Statement: Workshop Facilitation



Workshop facilitation is like needing a referee on the sports field. An independent facilitator ensures that a workshop flows smoothly according to a pre-defined set of rules, protocols & methodology and ensures the objectives are achieved in the allotted timeframe. A neutral and skilled facilitator can help ensure all participants are heard and make their contribution.

Jeff, proprietor of *pda*, offers his career experience in a holistic approach to workshop facilitation, with a broad combination of professional skill-sets across a variety of business processes and functional disciplines, allowing Jeff to quickly gain an understanding of the organizational context, the form of contract or relationship between participants, the technical basis of the workshop subject, and most importantly being able to appreciate the workshop objectives.

Through *pda*, Jeff provides extensive Management Consulting, Auditing & Business Process Improvement, Risk Management and Project Review capability to a wide range of industries, often involving a facilitated workshop approach.

Jeff's broad specialties include the following;

- A multi-disciplined technical understanding in the Infrastructure, Oil & Gas, Pipelines and Mining industries
- Project management in Client and Contracting organisations; including delivery strategy, scheduling, cost forecasting, contract compliance
- Enterprise & Project Risk Management
- Ability to assist in development of high-level strategy as well as detailed analytical scrutiny
- Track record to engage with stakeholders and deliver on agreed objectives

Jeff utilizes a proven workshop Planning Checklist approach to work with Clients in defining the workshop objectives, selecting an appropriate workshop methodology and detailed planning to ensure a successful outcome on the day.

Client testimonials - provided upon request.

**BUSINESS
PLANNING
WORKSHOPS**

**RISK ASSESSMENT
WORKSHOPS**

**CONSTRUCTABILITY
REVIEWS**

VALUE ENGINEERING

**AS2885 PIPELINE
SMS WORKSHOPS**

**LESSONS LEARNT
WORKSHOPS**

pda

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