Project Management for Trade Union Programmes Training Course

Professional Development Training Course Outline

Category	Trade Unions	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today’s rapidly evolving labor environment, effective project management has become a cornerstone for the success of trade union initiatives. Project Management for Trade Union Programmes Training Course equips professionals with strategic project management skills designed to optimize programme execution, enhance member engagement, and drive sustainable organizational outcomes. Participants will gain practical insights into planning, resource allocation, risk management, and performance monitoring, ensuring that union programs are executed efficiently, transparently, and with measurable impact.

Through interactive modules, real-world case studies, and collaborative learning exercises, this course emphasizes applied knowledge, empowering participants to transform strategic objectives into actionable results. By leveraging contemporary project management methodologies and industry best practices, trade union professionals will learn to navigate complex stakeholder environments, boost operational efficiency, and foster a culture of continuous improvement within their organizations.

Programme Curriculum

Project Management for Trade Union Programmes Training Course

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Course Duration

5 days

Course Objectives

1. Develop strategic project planning and execution skills tailored for trade unions.
2. Master stakeholder engagement techniques for maximum member participation.
3. Enhance resource allocation and budgeting efficiency.
4. Apply risk management frameworks to union programmes.
5. Monitor and evaluate program performance using KPIs and metrics.
6. Integrate agile and lean methodologies into union project workflows.
7. Optimize communication channels for internal and external stakeholders.
8. Strengthen leadership and team management competencies.
9. Implement sustainable programme development practices.
10. Leverage digital tools for project tracking and reporting.
11. Foster data-driven decision-making for union initiatives.
12. Develop conflict resolution strategies for project teams.
13. Apply case-based learning to real-world union projects.

Target Audience

1. Trade Union Leaders
2. Union Programme Managers
3. HR and Administrative Staff in Unions
4. Project Coordinators for Labor Initiatives
5. Policy Analysts in Labor Organizations
6. Labour Relations Officers
7. Employee Engagement Specialists
8. Union Training and Development Staff

Course Modules

Module 1: Foundations of Project Management for Trade Unions

- Introduction to project management principles
- Key challenges in union programme management
- Aligning union goals with project objectives
- Tools and software for project planning
- Case Study: Successful national campaign project

Module 2: Strategic Planning and Programme Design

- Setting SMART objectives
- Resource mapping and budget planning
- Timeline and milestone development

- Scenario planning for union programmes
- Case Study: Designing a membership growth initiative

Module 3: Stakeholder Engagement and Communication

- Identifying and prioritizing stakeholders
- Communication strategies for union members
- Feedback collection and reporting systems
- Social media and digital engagement tools
- Case Study: Stakeholder consultation in labor reforms

Module 4: Risk Management and Compliance

- Risk identification and mitigation
- Compliance with labor laws and regulations
- Contingency planning techniques
- Monitoring and reporting risks
- Case Study: Managing legal challenges in union campaigns

Module 5: Agile and Lean Approaches in Union Projects

- Introduction to Agile principles
- Applying Lean methodologies in programme delivery
- Iterative planning and review cycles
- Improving workflow efficiency
- Case Study: Agile implementation in a union awareness campaign

Module 6: Performance Monitoring and Evaluation

- Key performance indicators (KPIs) for union programmes
- Data collection and analysis methods
- Reporting structures for accountability
- Continuous improvement strategies
- Case Study: Evaluating a training initiative for shop stewards

Module 7: Leadership and Team Management

- Leading cross-functional teams
- Conflict resolution and negotiation
- Motivating and empowering team members
- Delegation and accountability
- Case Study: Leading a coalition for workplace safety advocacy

Module 8: Digital Tools and Innovation in Project Management

- Project management software and apps
- Online collaboration platforms
- Data-driven decision-making tools
- Technology for membership engagement
- Case Study: Digital transformation in union communications

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

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