

# 5 Best Practices for the Modern PMO

Five quick tips that will make any PMO run more efficiently and effectively

It's now common knowledge why the approach taken by yesterday's PMO failed. This outdated model was mostly focused on creating and enforcing processes and simply couldn't keep pace with the demands of the business. Not surprising, the charter of today's successful PMO goes well beyond enforcing simple processes.

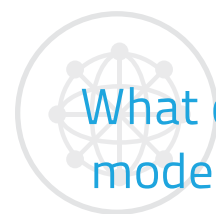
What drives the modern PMO is a fast moving results-focused approach that supports company revenue and business objectives. Here are five best practices you can follow to help maximize the efficiency and reputation of your PMO.

## 1 Align Your Portfolio and Reduce Risk

Resources should be managed so that they are prioritized and scheduled according to their strategic importance to the company. This step is an important part of reducing business risk. Establishing a nimble, end-to-end project management process that is consistent and repeatable also helps to ensure the success of key portfolios. Alignment should also come with executive buy-in and sponsorship to foster process adoption and change.

## 2 Respond to Change

Especially when supporting key portfolio initiatives your PMO should stay flexible and be able to handle ad hoc change requests quickly and efficiently. Having a process in place in advance for handling changes on the fly helps to close the gap that separates strategic decisions from project execution in many organizations. This also helps to extend the value and influence of the PMO beyond day-to-day project and portfolio management.



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### 3 Widen Program / Portfolio Visibility

One of the easiest ways to raise the visibility of the PMO is to create greater transparency across programs and projects. Program-level visibility can pay dividends for one of the greatest process challenges faced by PMOs—namely raising the business' understanding of project management and why it's valuable for the organization. Stakeholders, including execs, are more likely to commit where there is visibility into how portfolios are tracking and providing value.

### 4 Extend Collaboration

How people participate on projects is just as important as project visibility. Especially where disparate teams need to work in concert across an enterprise, open communications and creating a shared vision keeps projects on track and ensures portfolio success. The newest trend in PMO collaboration incorporates social collaboration with project management to gain real-time information sharing, allowing ideas to immediately populate into projects and drive innovation.

### 5 Enhance Resource Allocation

It seems obvious that synchronizing resources with activities and allocating them to meet the current project needs is important for any PMO. But what if a project or program becomes at risk and resources are re-allocated as a stop-gap or emergency response? While this shows quick action and responsiveness, a better approach is to align and allocate resources in advance. The latest project management tools can arm the PMO with predictive capabilities to ensure the right resources with the right skills are available and planned for well before the panic button gets pushed.

#### Next Steps:

Identify new efficiencies, match resources with actual needs, break down cross-departmental silos and accelerate the collaboration between teams? These are all a part of how the modern PMO can add value. As the leader in enterprise-class work collaboration and project management solutions Clarizen can help you get there. Find out how by contacting us today.

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