

Project Maturity

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FOR TEAMS, MANAGERS OR LEADERS

The degree of sophistication that companies demonstrate in structural support for project work

Project Work

Project work is essential for every company as any change in products, processes, the organisation, assets or resources is a project in essence.

Projects are often complex and come with a high risk of failure or excess of expenses.

To remedy this risk, companies can optimize the pre-requisites and put in place good infrastructure. They can also carry out a number of measures and activities. All of these make up a best practices framework.

Companies demonstrate different maturity levels of structural support for project work.

Maturity levels

| | |
|-----------|------------------------|
| 0 - 20% | LOW MATURITY |
| 21 - 40% | BASIC MATURITY |
| 41 - 60% | MEDIUM MATURITY |
| 61 - 80% | ADVANCED MATURITY |
| 81 - 100% | BEST PRACTICE MATURITY |

Project Work Best Practices Framework

1. **Guiding Documents:** definitions, descriptions, templates, guidelines
2. **Skills & HR:** incentives, trainings, coaching, communities, owners.
3. **Selection:** rationale, cost-benefit.
4. **Embedding:** announcements, staffing, steering, organisational setup.
5. **Setup:** project infrastructure, software, roles & responsibilities, reporting.
6. **Core Project Work:** day-to-day, project methodology, progress tracking, pull.
7. **Completion:** handover, documentation, training, maintenance.
8. **Tools:** Software, project work, notes, databases, communication,
9. **Control:** reporting, tracking, calculations.
10. **Context:** change, risks, quality, externals.

