



Bridge to Project Management Training Project - Terms of Reference

The Alberta Workforce Essential Skills Society (AWES) has been granted funding through *Alberta Jobs Skills Training and Labour* to research and develop resources for non-native speakers of English. These resources will support non-native speakers to assume and function in a variety of project management roles in the construction, manufacturing and service sectors.

This initiative is a response to the growing need for immigrants in skilled trades and related professional occupations to work on or lead project teams. The training and resources will be available through AWES at a date still to be determined. AWES is thankful for the ongoing support of industry partners.

- Project Purpose**
 1. To research and identify the language and cultural needs that are specific to Project Management.
 2. To generate training resources that will bridge non-native speakers of English into various project management positions, or support them in those roles.
- Project Output**

Curriculum with training modules. The Bridge to Project Management (BPM) project will introduce learners to the fundamental language (vocabulary, concepts, and functions) and workplace essential skills related to project management. The course will act as a bridge into conventional project management training classes. It will be delivered to learners in a blended delivery format adhering to best practices in e-learning and blended delivery.
- Sector Partners**

Construction. Manufacturing. Service/Facilities Maintenance.
- Partner Inputs**

Provide AWES with the following access and needs assessment opportunities:

Observe Project Management Meeting (s)	Observe authentic project management meetings in order to analyze language, pragmatics and to gain insights into structure and procedures. Analyze collected information through observation and interviews for WES skills needed to perform PM tasks.	Two meetings per organization.
One-on-One Interviews	Up to 3 non-native speakers who participate in project planning meetings Up to 3 native speakers who lead or participate in project management sessions in which non-native speakers are involved.	Up to 45 min each