

30-60-90 Day Plan: Achieving Organizational Excellence

In this presentation, we will outline a strategic 30-60-90 day plan to assess your organization's current processes, identify areas for improvement, and implement sustainable changes to drive organizational excellence.

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30 Days: Understanding and Observing

1. Meet with key stakeholders across departments to understand the organization's mission and priorities.
2. Review existing project management methodologies, templates, and tools.
3. Assess the current state of active projects and resource allocation.
4. Familiarize with the organization's systems, processes, and team dynamics.

Assessing Current State and Team Dynamics

Reviewed active projects, roadmaps, and resource allocation to identify immediate risks and dependencies.

Attended project meetings to observe workflows, team interactions, and escalation processes, evaluating the current cadence.

60 Days: Planning and Initial Improvements

- 1 Established baseline metrics and success criteria**
for technology projects, aligning with organizational goals.
- 2 Collaboratively defined and refined key performance indicators**
for roadmaps, resource management, and solution delivery.
- 3 Implemented initial process improvements**
to enhance project visibility, milestone tracking, and cross-functional coordination.
- 4 Defined targets for productivity, efficiency, and customer satisfaction**
to guide the transformation journey.





Implementing Process Improvements and Mentorship

Standardized Project Management

Standardized project management templates and processes to align with industry best practices.

Enhanced Issue Resolution

Enhanced the issue escalation and resolution workflow for faster mitigation of risks.

Improved Resource Management

Initiated resource management process improvements to enhance forecasting accuracy.

Team Mentorship

Mentored team members on business analysis, problem-solving, and developing alternative solutions. Encouraged knowledge sharing among project managers and business analysts for improved collaboration.



Conducting Initial Impact Analysis

Collaborated with stakeholders to analyze potential impacts of planned process improvements and system changes. Developed mitigation plans to address identified risks and challenges, ensuring continuity of ongoing projects.



90 Days: Executing and Scaling Improvements

1

Fully implemented the new project management framework including updated best practices, templates, and policies.

2

Standardized processes for roadmapping, requirements definition, and solution delivery across the organization.

3

Scaled improvements in resource forecasting and tracking within the Resource Management System.

4

Began utilizing data-driven insights to inform project and resource planning for greater efficiency.

Review, Mentorship, and Adjustments

1

Established Reporting System

Established a robust reporting system to provide visibility into project progress, resource utilization, and status for internal and external teams.

2

Expanded Mentorship Programs

Expanded mentorship programs to develop business analysis, problem-solving, and project management skills across the organization.

3

Conducted 90-Day Review

Conducted a 90-day review with stakeholders, gathering feedback to refine strategies and prepare for long-term impact and scaling.

