

<b>Project Management Special Interest Group</b>
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**Period of three year plan**

April 2018 – April 2021
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**Date plan adopted (at AGM)**

2018
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**Current membership**

IfA members – 479

Non IfA members – none

	<b>Year One (2018/19)</b>	<b>Year Two (2019/20)</b>	<b>Year Three (2020/21)</b>
<b>Committee meetings</b>			
Spring	AGM (teleconference)	April (AGM, at Cifa 2019)	February
Summer	June	June	June
Winter	November	November	November
<b>Membership</b>			
Recruitment (IfA members)	479	+2%	+2%
Recruitment (non-IfA members)	0	5	10
Membership list	SH to get an updated list for membership profiling purposes	Update list	Update list
<b>Events</b>			
AGM	Planned for WA South, but cancelled due to lack of interest	April	June
IFA Conference Session	No	Intended, possibly	No – Planned for next year
CPD	Appropriate topic to be considered, in March – perhaps with NewGen to look at the ‘career journey’ (progression) – Andy to discuss with in-house NewGen member.	Driven by Year 1 activities and outcomes	2-3 Webinars, topics TBC
<b>Members</b>			
Group Members surveys (to include wider circulation)	Steve to look into content for Survey Monkey poll, Andy to look at practical implementation	Consider and focus on outcome of Year One survey	CPD Survey

	<b>Year One (2018/19)</b>	<b>Year Two (2019/20)</b>	<b>Year Three (2020/21)</b>
External links	Steve to push forward on establishing formal CifA links with APM	Establish links	Establish/ Maintain links
<b>Communications</b>			
Update/ Newsletter	Max of two per year, as required	Max of two per year, as required	Focus on surveys & CPD Events
Social Media	Andy to look into the practicalities, discuss with PM SIG, and set-up LinkedIn site and use as a means to discuss specific issues	Maintain and expand	Use CifA maintained channels
Welcoming letter	Anna to send an example out, for editing and circulation to existing members, and all new members	Maintain/ develop	Liaise with CifA
Other groups	Nicky to identify other groups to work with where there are areas of common ground/interest	Review and enhance	Early Careers Diggers Forum Equality & Diversity Information Management
<b>Publicity</b>			
Social Media	Use LinkedIn and other social media (Twitter) as a mechanism for promoting the SIG	Refresh and update as required	Use CifA maintained channels
TA	Steve to produce a retrospective article summing up Cardiff and Leicester	Produce as a minimum one article each year	Plan for a summary of CPD events article next year which will also publicise upcoming events
<b>Publication</b>			
Best practise and methodologies	Steve to review what is currently in the public domain and draw together (perhaps linked to APM membership)	Establish a best practise and example data hub	Maintain and improve on hub