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CAREER READINESS NETWORK

Project Management Careers and Certifications

June 27, 2025

Jennifer Studebaker

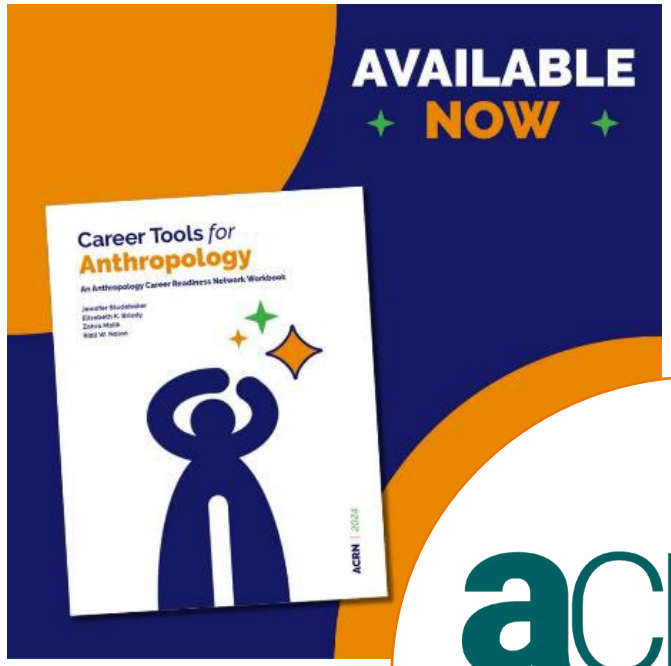
Anthropology Career Readiness Network (ACRN)

Our Mission

Helping to prepare the next generation of anthropologists to meet tomorrow's challenges and opportunities.

Our Resources

- "How-to" Tools for Job Seekers and Instructors including our 2024 Workbook: ***Career Tools for Anthropology***
- Speaker's Bureau
- World of Work Blog
- Client-based Class Projects
- Departmental Advisory Initiative and more!



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anthrocareerready.net

Career Transitions Webinar Series

- Decided to offer three types of webinars
  1. Listening sessions
  2. Networking events
  3. Topical webinars related to careers and career pivoting
- Currently offer a variety of career-related webinars interspersed with networking sessions
- Will seek participant input on webinar topics and networking session formats
- Please use and contribute to an Open Google Doc of Career Transition Resources

Working Group:
Jennifer Studebaker
Kristin Hedges
Jose Santos
Gigi Taylor
Emily Brunson
Elizabeth Briody

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Career Transitions Webinar Series
Fridays, 2:00-3:00 Eastern

Date	Event Title	Presenter
June 27	**Project Management Careers and Certifications**	**Jennifer Studebaker**
July 11	Speed Networking	Rosalie Post
July 18	Welcome to Mixed Methods Research. You Are an Anthropologist. You've Got This!	Susan Squires
July 25	Speed Networking	Timothy DeWaal Malefyt
Aug 1	Finding Patterns and Meaning in Numbers	Gigi Taylor and Roland B. Stark
Aug 8	Speed Networking	Ken Erickson
Aug 15	Storytelling with Numbers	Beth Holland

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Finding the Documents from this ACRN Webinar Series

- **Email** to today's slide deck after the webinar
- **Slide decks** from the Series
  - Go to https://anthrocareerready.net
  - Click on "For Students" or "For Instructors"
  - Scroll down to "Conferences & Workshops"

Introduction

Jennifer Studebaker

Owner & Founder of Studebaker Consulting LLC

Co-Chair of Anthropology Career Readiness Network

Interim Executive Director at Women, Food, and Agriculture Network

Agenda

- What is project management?
- Where do project managers work?
- What skills do project managers need?
- How do I get project management experience?
- How do you get certified?

What is project management?

- "Project management is the application of knowledge, skills, tools, and techniques to project activities to meet project requirements." – PMI.org
- It is a methodology – **a "how" for you doing work.**
  - There is not one way to do project management.
    - Many subdisciplines – Agile, Kaizen, Lean, Scrum, etc.
- Relatively new field
    - Roots in military administration and management studies

What is project management?

Predictive aka Waterfall or Traditional

Hybrid

Agile

Where do project managers work?

Government

Nonprofits/NGOs

Industry

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Common Project Management Roles

- Project Coordinator / Analyst / Specialist / Manager / Director
- Program Coordinator / Analyst / Specialist / Manager / Director
- Project Management Officer (PMO)

Roles Common in Certain Sectors		
Technology	**Business**	**Nonprofits/NGO**
Scrum Master	Lean Facilitator	Program Manager
Product Manager	Account Manager	Communications Manager
Solutions Analyst	Business Analyst	Development Officer
UX Researcher	Strategist	Engagement Manager

What skills do project managers need?

- **Communication**
  - Essential that you communicate clearly and consistently
- **Stakeholder engagement and management**
  - Stakeholders vary by project – may have conflicting needs/desires
  - Use your ethnographic abilities here!
- **Organization**
  - Time and people management – your authority may vary
- **Planning**
  - Recognize and adjust for dependencies and risks
- **Budgeting and Record Keeping**
  - Know how to track and manage resources

How do I get project management experience?

- **In School**
  - Project management courses and degrees are offered by some universities
  - Your own research project(s)
  - Take on leadership and service roles in your university
    - **Examples** – Anthropology Club membership, Greek membership, group projects, etc.
- **On the Job**
  - A part of many role responsibilities
    - **Examples** - Product Design, Service Design, Marketing, Event Planning, Program Delivery, Strategic Planning, Research, Process Improvement, etc.
- **As a Volunteer**
  - Nonprofits are often looking for volunteers to help with projects
    - **Examples** – Board/Steering Committee Member, Working Group Member, Project Lead or Member, Conference/Event Volunteer, etc.

How do you get certified?

All project management certifications are through the Project Management Institute (PMI).

Each certification has specific requirements for you to meet before you are eligible to take the certification test.

Make sure any courses you take are with PMI-certified trainers, since the tests change over time.

What certifications are there for project managers?

Core

- **CAPM** – Certified Associate in Project Management
- **PMP** – Project Management Professional
- **PgMP** – Program Management Professional
- **PfMP** – Portfolio Management Professional

Specialized Areas

Agile, PMO, Risk Management, Construction, AI

PMP Eligibility

Set A	Set B	Set C
High school or secondary school diploma	Bachelor's degree or higher	Bachelor's degree or higher from a PMI GAC Accredited Program
At least 5 years (60 months) leading and managing projects in past 8 years	At least 3 years (36 months) leading and managing projects in past 8 years	At least 2 years (24 months) leading and managing projects in past 8 years
35 hours of project management training (PDUs)	35 hours of project management training (PDUs)	35 hours of project management training (PDUs) – GAC coursework can fulfill this

PDUs and How to Get Them

PDU = Professional Development Unit

- **Conferences and Events**
- **PMI Certified Trainings or Courses**
- **Online Learning** – Podcasts and Webinars
- **Reading** – Project Management Book of Knowledge (PMBOK) or other guides
- **Giving Back** – Mentoring, Volunteering, Content Creation, Work

Once you have your certification, you will need to maintain it with 60 PDUs over three years to be re-certified.

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Preparing for the PMP Certification Exam

- Join PMI.org
  - Individual - $129 per year / Chapter (can vary) - $30
  - Student - $32 per year / Chapter (can vary) - $10
- Get your 35 PDUs
  - Ensure these are approved by PMI
- Apply to take the Exam
  - Must be able to list relevant experience – cannot overlap
- Set your test date – recommend in-person testing
  - Exam fee is $425 for members ($675 for non-members)
- **Study, study, study!**

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Studying for the PMP Certification Exam

- If you can afford it, **take an Exam Prep Course**
- **Read the following PMI guides**
  - Project Management Book of Knowledge
  - Agile Practice Guide
  - Business Analysis for Practitioners Practice Guide
  - Managing Change in Organizations: A Practice Guide
  - The Standard for Program Management
- **Create flashcards for vocabulary** – there is a lot!
- **Pay for the PMI Study Hall app** ($49 basic / $79 plus) for practice tests

Taking the Exam

- Check that you have the required documentation for the testing center (usually a state ID – driver's license, passport).
- If online, remove all study materials from your room and make sure your internet connection is steady.
- You will have access to paper and pencil.
  - Write down any equations or items you are worried about forgetting right away.
- Pick the **BEST** answer for each question.
- Remember to breath - **You only need 70% or higher to pass!**

After the Exam

- You should know if you passed right away if at a testing center, so hopefully celebrate!
- Engage with your local PMI Chapter
  - Great place to network and meet people from your area
- Keep getting those PDUs
  - You will need to apply for re-certification in 3 years.
- Pass it on!
  - Encourage others in their careers and become a mentor.

Questions?

Upcoming ACRN Webinars

An Anthropology Career Readiness Network Webinar

Speed Networking

Friday July 11
2 PM ET

Rosalie Post
Facilitating

acrn anthropology CAREER READINESS NETWORK

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