

15 Questions for Appointing a Project Manager

Project-Focused Questions (Introspective about the project)

1. **Scope and Priorities:** How would you help us define and prioritise the scope of this project to align with both immediate and long-term needs?
2. **Budget Management:** How would you manage the project budget, including contingencies, to ensure transparency and accountability for all owners?
3. **Risk Identification:** What risks do you see in a project of this type, and how would you plan to mitigate them?
4. **Funding & Financing:** How would you support the Body Corporate in understanding financing options, special levies, or loan requirements if needed?
5. **Stakeholder Engagement:** How would you communicate project progress, decisions, and potential changes to owners and the committee effectively?
6. **Procurement Strategy:** What procurement approach would you recommend for this project, and why would it suit our building type and scope?
7. **Time Management:** How do you manage programme risk to ensure the project is delivered on time without compromising quality?

PM-Focused Questions (Assessing the PM's skills, independence, and approach)

8. **Experience:** Can you provide examples of similar projects you have successfully delivered within the Body Corporate environment?
9. **Independence and Ethics:** How do you ensure independence, impartiality, and objectivity when working with committees, owners, and contractors?
10. **Decision-Making Role:** What level of decision-making authority do you expect to hold, and how do you ensure decisions are transparent and aligned with the Body Corporate's fiduciary responsibilities?
11. **Team Coordination:** How do you integrate specialist advice (engineers, contractors, legal counsel, surveyors) to achieve optimal outcomes?
12. **Conflict and Problem Solving:** Describe a challenging project scenario you've faced and how you resolved conflicts or disagreements among stakeholders.
13. **Professional Development & Standards:** Are you a member of BCCG, SCA NZ, or other professional bodies, and how do you keep your skills current with evolving legislation and industry best practice?
14. **Legal Knowledge:** How familiar are you with the Unit Titles Amendment Act 2022 and Construction Contracts Act, and how would this knowledge influence your approach?
15. **Innovation & Technology:** How do you leverage technology (e.g., project management software, AI tools) to improve communication, reporting, or risk tracking?