

# Women in Industry Project Plan

## Project title

## Introduction

Describe the purpose of the project including a brief description of the business problem or opportunity that the project is trying to address.

## Project Priorities

- Projects that support retention and challenge entrenched gender bias, negative attitudes and behaviours towards women
- Projects that support a change in the recruitment, retention, and upskilling practices to be more inclusive of women.
- Encouraging cultural, attitudinal, behavioural and structural change to advance gender equality.
- Supporting women into male dominated industries/roles where there are high rates of gender segregation within these industries.
- Projects that increase overall industry participation of women (on the tools and in leadership)
- Activities/policies that support increase respect and ensure safety for women
- Activities in regional and rural locations.
- Other, *please specify*.

## Project Timeline and Key Milestones

Project Start Date	<insert date>
Project Close Date	<insert date>
Project Duration	<## months>
Key Milestone Description	Date when each Key Milestone will be completed

## Planned Activities

## Project Governance

Describe here, how the project will be managed and governed. This could include new decision-making structures that you intend establishing (such as a project steering committee) or existing committees that will have a role in directing, advising or approving matters relevant to project delivery.

You may also wish to include a project governance structure diagram here to show interrelationships between decision-making bodies.

## Project Roles and Responsibilities

Name of person and position	Project-related Role	Responsibilities
<Insert name of person and their position>		
<Insert name of person and their position >		
<Insert name of person and their position>		

## Project budget

Financial Year	2024-2025	2025-2026
<add headings>		
Staffing Cost		
Events		
Co contributions		
Promoting/advertising		
Project evaluation		
Total budget		

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### Stakeholders

List the individuals and/or groups (both internal and external) that are actively involved in this project, or whose interests may be positively or negatively affected by the project. Also indicate what role they play in change management activities.

Stakeholder	Interest in this project	Engagement required

### Project evaluation

List any relevant key performances indicators or organisations you will engage with to undertake evaluation.

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### Contact Officer

Please provide the main contact for this initiative

Name	
Position	
Contact details	