TRANSFORMING A PROCUREMENT FUNCTION



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GENTEX Training Center LLC | Orlando - FL, USA
Info@gentextraining.com

Introduction

Transforming a Procurement Function examines how organizations move procurement from a transactional buying service to a strategic partner that business leaders rely on. This Training Course covers maturity assessment, operating model design, category management rollout, and capability development. Participants study the Kraljic matrix, procurement maturity models, spend analytics, and change management frameworks such as Kotter and ADKAR. Furthermore, the programme connects diagnosis to delivery through transformation roadmap labs and stakeholder case exercises. As a result, delegates leave able to design, sequence, and lead a procurement transformation that lasts.

Transforming a Procurement Function Course Objectives

- Define procurement transformation and its business drivers.
- Assess procurement maturity using recognized maturity models.
- Build the case for transformation with spend and performance evidence.
- Redesign the operating model, structure, and roles.
- Establish category management and strategic sourcing routines.
- Set up procurement governance, policies, and control frameworks.
- Lead change management and stakeholder engagement.
- Develop procurement capability through competency frameworks.
- Deploy digital procurement and analytics platforms.
- Measure transformation benefits and sustain the gains.

Course Methodology

- Interactive workshops using real procurement transformation cases.

- Maturity assessment and diagnostic exercises.
- Operating model and organisational design workshops.
- Transformation roadmap and benefits case development.
- Change management and stakeholder simulation.
- Action planning that converts each session into a workplace commitment.

Who Should Take This Course

- Heads of procurement and procurement directors.
- Category and sourcing managers.
- Supply chain and operations leaders.
- Transformation and change programme managers.
- Finance business partners supporting procurement.
- Consultants and advisors in procurement.
- Senior buyers moving into leadership roles.

Transforming a Procurement Function Course Outlines

Day 1: Procurement Transformation Foundations

- Defining procurement transformation and its scope.
- Business drivers: cost, risk, growth, and sustainability.
- Procurement maturity models and capability assessment.
- Spend analysis, spend cube, and baseline establishment.
- Benchmarking procurement performance against peers.
- Building the transformation case and value proposition.
- Governance of the transformation programme and sponsorship.

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Day 2: Operating Model and Organisation Design

- Procurement operating models: centralised, decentralised, and hybrid.
- Shared service and centre of excellence structures.
- Category management organisation and role definitions.
- Sourcing, contracting, and P2P process design.
- Decision rights, delegation, and approval frameworks.
- Procurement policies and internal control design.
- Talent mapping, competency frameworks, and capability plan.

Day 3: Category Management and Sourcing Routines

- The Kraljic matrix and category portfolio segmentation.
- Category strategy development and business partnering.
- Strategic sourcing waves and pipeline planning.
- Supplier segmentation and relationship management models.
- Contract management and obligation routines.
- Performance metrics, KPIs, and savings tracking.
- Continuous improvement and category review cycles.

Day 4: Digital Procurement and Data Capability

- Digital procurement roadmap and platform selection.
- E-sourcing, e-auctions, and catalogue management.
- Guided buying and tail spend control.
- Spend analytics and dashboard design.
- Master data governance and supplier data quality.

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- Automation of P2P and invoice matching.
- Adopting digital tools and managing user resistance.

Day 5: Change Leadership and Benefits Realisation

- Change management models: Kotter and ADKAR.
- Stakeholder mapping and engagement planning for transformation.
- Communication strategy and internal marketing of procurement.
- Training, coaching, and capability embedding.
- Benefits realisation, baselines, and leakage control.
- Transformation governance, reporting, and course correction.
- Personal action plan and continuous improvement.

Conclusion

By successfully completing Transforming a Procurement Function, participants will have acquired a practical command of maturity assessment, operating model design, category management rollout, digital procurement, and change leadership. They will know how to build a transformation case with evidence, sequence change in achievable waves, and hold the gains through governance and capability. In addition, the course prepares delegates to win stakeholder support and prove benefits credibly. As a result, they return to work ready to lead procurement transformation with structure and momentum. Gentex Training Center delivers this Training Course with a practical, standards-based approach.

FAQs for the Transforming a Procurement Function course

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Q1 What is the "Transforming a Procurement Function" course about?

It is a five-day programme that explains how a procurement function moves from transactional buying to strategic partnership. It covers maturity assessment, operating model design, category management, digital procurement deployment, change leadership, and benefits realisation.

Q2 What are the key benefits of the "Transforming a Procurement Function" course?

Participants gain the ability to diagnose procurement maturity with evidence, design an operating model that fits the business, and sequence transformation in realistic waves. They also learn to win stakeholder support, embed capability through competency frameworks, and prove transformation benefits rather than claim them.

Q3 What skills will I gain from the "Transforming a Procurement Function" course?

Procurement maturity assessment and spend baseline analysis, operating model and organisation design with governance frameworks, category management rollout with strategic sourcing waves, and change leadership with benefits realisation and capability development.

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Q4 What tools, methods, or standards are covered in the "Transforming a Procurement Function" course?

The course covers procurement maturity models and capability assessment frameworks, spend cube and ABC analysis, peer benchmarking methods, centralised, decentralised and hybrid operating model designs, shared service and centre of excellence structures, category management organisation models, sourcing, contracting and P2P process design, decision rights and delegation frameworks, procurement policy and internal control design, competency frameworks and talent mapping, the Kraljic matrix and category portfolio segmentation, category strategy development, strategic sourcing waves and pipeline planning, supplier segmentation and relationship management models, contract obligation routines, KPI and savings tracking, digital procurement roadmaps and platform selection, e-sourcing, e-auctions and catalogue management, guided buying and tail spend control, spend analytics and dashboard design, master data governance, P2P automation and invoice matching, the Kotter and ADKAR change management models, stakeholder mapping and engagement planning, benefits realisation and leakage control, and transformation governance and reporting.

Q5 How is the "Transforming a Procurement Function" course applied in real-world practice?

Delegates apply it through maturity assessments, spend baselines, transformation business cases, operating model designs, organisation charts, role profiles, policy documents, category strategies, sourcing pipelines, supplier segmentation maps, KPI frameworks, digital procurement roadmaps, system requirements, change plans, communication plans, training programmes, benefits trackers, and transformation governance reports. They also use it to brief executives and boards on transformation progress and value.

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