



**General Services Administration  
Federal Acquisition Service  
Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to- date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: [GSAAdvantage.gov](https://www.gsa.gov/advantage).

**Multiple Award Schedule**



**FSC GROUP: Professional Services FSC Class:**

**CONTRACT # GS-10F-211AA**

**Contract Period: July 16, 2023 – July 15, 2028**

<b>CONTRACTOR:</b>	<b>Wheelhouse Group LLC 3100 Clarendon Blvd., Suite 400 Arlington, VA 22201</b>
<b>PHONE:</b>	<b>(703) 247-6000</b>
<b>WEBSITE:</b>	<b><a href="http://www.wheelhousegroup.com">www.wheelhousegroup.com</a></b>
<b>CONTRACT ADMINISTRATOR:</b>	<b>Jen Mears Email: <a href="mailto:GSASchedules@wheelhousegroup.com">GSASchedules@wheelhousegroup.com</a></b>
<b>BUSINESS SIZE:</b>	<b>Other than Small</b>

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

**Pricelist current as of Mod #PA-0041 effective March 27, 2023 and #PO-0035 effective July 16, 2023.**

Prices Shown Herein are Net (discount deducted)

## **CUSTOMER INFORMATION**

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SINs	SIN Title
<b>541611</b>	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
<b>541613</b>	Marketing Consulting Services
<b>541810</b>	Advertising Services
<b>541820</b>	Public Relations Services
<b>611430</b>	Professional and Management Development Training
<b>OLM</b>	Order-Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

Labor Category	7/16/22 - 7/15/23	7/16/23 - 7/15/24	7/16/24 - 7/15/25	7/16/25 - 7/15/26	7/16/26 - 7/15/27	7/16/27 - 7/15/28
Administrative	\$42.25	\$42.67	\$43.10	\$43.53	\$43.96	\$44.40
Associate I	\$93.03	\$95.16	\$97.35	\$99.59	\$101.87	\$104.22
Associate II	\$105.75	\$108.18	\$110.67	\$113.22	\$115.82	\$118.48
Consultant I	\$139.09	\$142.29	\$145.56	\$148.91	\$152.34	\$155.84
Consultant II	\$155.78	\$159.36	\$163.03	\$166.78	\$170.61	\$174.54
Consultant III	\$181.00	\$185.16	\$189.42	\$193.78	\$198.23	\$202.79
Consultant IV	\$213.65	\$218.56	\$223.59	\$228.73	\$234.00	\$239.38
Consultant V	\$260.67	\$266.67	\$272.80	\$279.08	\$285.50	\$292.06
Executive Consultant	\$417.28	\$426.87	\$436.69	\$466.74	\$457.01	\$467.52
Learning and Development Consultant	\$181.00	\$185.16	\$189.42	\$193.78	\$198.23	\$202.79
Learning and Development Program Manager	\$260.67	\$266.67	\$277.80	\$279.08	\$285.50	\$292.06
Learning and Development Sr. Consultant	\$213.65	\$218.56	\$223.59	\$228.73	\$234.00	\$239.38
Senior Consultant	\$278.18	\$284.58	\$291.13	\$297.82	\$304.67	\$311.68
Sr. Associate I	\$195.84	\$200.34	\$204.95	\$209.66	\$214.49	\$219.43
Sr. Associate II	\$244.80	\$250.43	\$256.19	\$262.09	\$268.11	\$274.28
Subject Matter Expert	\$293.76	\$300.52	\$307.44	\$314.51	\$321.74	\$329.14

Training Course	Length	Min	Max	7/16/22 - 7/15/23	7/16/23 - 7/15/24	7/16/24 - 7/15/25	7/16/25 - 7/15/26	7/16/26 - 7/15/27	7/16/27 - 7/15/28
Conflict Management	1/2 day	7	20	\$2,845.48	\$2,910.92	\$2,977.88	\$3,046.37	\$3,116.43	\$3,188.11
Facilitation Skills	1 day	7	20	\$4,636.41	\$4,743.05	\$4,852.14	\$4,963.74	\$5,077.90	\$5,194.69
MBTI Workshop	1 day	7	20	\$4,172.76	\$4,286.73	\$4,366.92	\$4,467.35	\$4,570.10	\$4,675.22
Presentation Delivery for Executives	2 days	4	6	\$2,781.84	\$2,845.82	\$2,911.28	\$2,978.24	\$3,046.74	\$3,116.81
Project Management for Non-Technical Programs	1 day	7	20	\$5,414.37	\$5,538.90	\$5,666.29	\$5,796.62	\$5,929.94	\$6,066.33
Team Effectiveness	3 days	7	20	\$13,682.96	\$13,997.67	\$14,319.62	\$14,648.95	\$14,985.89	\$15,330.57

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See page for pricing.

#### LABOR CATEGORY DESCRIPTIONS

Labor Category	Description	Minimum Qualifications
Administrative	Provides project support and produces deliverables. Conducts activities, such as technical set-up, reporting, data collection, writing, research, etc. in support of project team's objectives.	Four-year Degree or HS with 5 years of professional work experience.
Associate I	Determines communications requirements to create a variety of communication campaigns. Analyzes user needs to determine requirements for a wide variety of projects. Performs technical assessments aimed at improving client systems; researches, identifies, and recommends resources required for task execution and completion. Serves as technical advisor to clients in assigned subject areas; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel. Consults with clients and staff to determine optimum design for assigned projects. Identifies emergent relevant technologies that may result in improvements to current processes. Writes and updates project documentation including system procedures, presentations, and training materials. May perform minor tasks under general supervision.	Bachelor's Degree with 1 year of professional work experience.
Associate II	Determines communications requirements to create a variety of communication campaigns. Analyzes user needs to determine requirements for a wide variety of projects. Performs technical assessments aimed at improving client systems; researches, identifies, and recommends resources required for task execution and completion. Serves as technical advisor to clients in assigned subject areas; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel. Consults with clients and staff to determine optimum design for assigned projects. Identifies emergent relevant technologies that may result in improvements to current processes. Writes and updates project documentation including system procedures, presentations, and training materials. Serves as primary client liaison and coordinates with vendors, government personnel, and technical experts; may provide supervision and work leadership to support staff and serve as technical team or task lead.	Bachelor's Degree with 3 years of professional work experience.

Labor Category	Description	Minimum Qualifications
Consultant I	Works together with more senior project team members in completing portions of the overall scope of work of the project. Conducts activities, such as data collection, writing, research, facilitation, analysis, etc. in support of project team's objectives.	Bachelor's Degree and 2 years of equivalent professional experience.
Consultant II	Works together with the more senior project team members in completing major portions of the overall scope of work of the project. Leads activities such as data collection, writing, research, facilitation, analysis, etc. in support of project team's objectives. Executes work associated with plans and strategies developed by others.	Bachelor's Degree and 5 years of equivalent professional experience.
Consultant III	Works together with the more senior project team members in completing major portions of the overall scope of work of the project. Leads activities such as data collection, writing, research, facilitation, analysis, etc. in support of project team's objectives. Executes work associated with plans and strategies developed by others.	Bachelor's Degree and 10 years of equivalent professional experience.
Consultant IV	Confers with client executive management using line of business expertise to define the client's strategic business goals and advises in identifying solutions to address operational inefficiencies and create strategic alignment within the organization. Applies appropriate theories and methodologies to the analysis to identify root causes of problems and develop appropriate solutions. Applies best practices. May coach executives and managers in the client organization. Recognized in the professional community as an expert in the technical/ specialty area being addressed.	Bachelor's Degree and 12 years of equivalent professional experience.
Consultant V	Confers with client executive leadership to help the client shape their organization/program vision and communicating that vision to project team and other critical stakeholders. Serves as a key facilitator between multiple teams. Directs the staff assigned to client projects. Responsible for reviewing and ensuring that all project deliverables are of the highest quality. May coach executives and managers in the client organization. Recognized in the professional community.	Bachelor's Degree and 15 years of equivalent professional experience.
Executive Consultant	Provides expert knowledge, advice, research, analysis, and leadership to client executive and leadership teams. Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions. Provides leadership to influence objectives of complex efforts. Coaches C-level and other executives. Recognized in the professionally community as an expert in their specific field.	Bachelor's Degree and 25 years of equivalent professional experience.
Learning & Development Program Manager	Manages complex learning and development programs often involving multiple learning events and courses. Has demonstrated expertise in program and/or systems management, planning, and development. Organizes, directs, and coordinates planning and production of all learning and development activities. Provides expert knowledge, advice, research, analysis, and leadership to learning and development team and client executives. Provides leadership to influence objectives of complex efforts aimed at organization development, leadership development, or individual development. May also deliver training.	Bachelor's Degree and 15 years of equivalent professional experience.
Learning & Development Consultant	Designs and develops instructional products and courseware materials (such as, training aids, course workbooks, instructor guides) with input from project and customer stakeholders and best practices in course subject matter in support of project- specific requirements. Includes design of story boards and concepts for technology- based training. May also deliver training.	Bachelor's Degree and 10 years of equivalent professional experience.

Labor Category	Description	Minimum Qualifications
Learning & Development Sr. Consultant	Manages larger, more complex or technically advanced products and courseware materials (such as, training aids, course workbooks, instructor guides) with input from project and customer stakeholders and best practices in course subject matter, in support of project specific requirements. May be responsible for instructional development tasks among multiple projects. May lead less experienced instructional designers. May also deliver training.	Bachelor's Degree and 12 years of equivalent professional experience.
Senior Consultant	Senior expert with extensive experience and demonstrated expertise in the development of strategies, recommendations, or other problem-solving solutions for client challenges. Assesses client situation and provides thoroughly researched recommendations and detailed approaches to solve business problems across multiple complex tasks in multiple organizations. Provides expertise, guidance, consultation, thought leadership, and education to the client and/or project team based on specialized deep expertise in such fields as leadership and business management, change management, organizational design, instructional design, strategic communications. Coaches C-level and other executives. Recognized in the professionally community as an expert in their specific field.	Bachelor's Degree and 20 years of equivalent professional experience.
Sr. Associate I	Responsible for managing communications and messaging around goals and objectives of a program or other type of activity. Duties may include ensuring that all activities are completed within scope, time, and budget constraints. Also interfaces with task and functional leaders, subcontractors, and support personnel. Requires understanding of a broader set of issues and develops solutions to problems and issues that are unclear thorough analyses and domain knowledge. Communicates with and client project team members. Works to influence team members regarding solution design, process and/or approaches. Can perform most tasks with minimal supervision.	Bachelor's Degree in relative field. 8 years of professional experience.
Sr. Associate II	Responsible for managing communications and messaging around goals and objectives of a program or other type of activity. Duties may include ensuring that all activities are completed within scope, time, and budget constraints. Also interfaces with task and functional leaders, subcontractors, and support personnel. Requires understanding of a broader set of issues and develops solutions to problems and issues that are unclear thorough analyses and domain knowledge. Communicates with and client project team members. Works to influence team members regarding solution design, process and/or approaches. Can perform most tasks with minimal supervision. May supervise junior personnel.	Bachelor's Degree in relative field. 12 years of professional experience.
Subject Matter Expert	Leads strategic planning and communication initiatives in specified program area. Creates team structure for range of support services and meets with client regularly to discuss performance, propose initiatives, and to establish priorities.	Bachelor's Degree in relative field. 20 years of professional experience.



2. Maximum Order. **\$1,000,000**
3. Minimum Order. **\$100.00**
4. Geographic Coverage (Delivery Area). **Domestic Only**
5. Point(s) of production. **Same as company address**
6. Discount from list prices. **Government Net Prices (discounts already deducted)**
7. Quantity Discounts. **3% discount for orders greater than or equal to \$1,000,000**
8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. **1% Net 10, Net 30**
9. Foreign Items. **None**
- 10a. Time of delivery. **Contact Contractor**
- 10b. Expedited Delivery. **Contact Contractor**
- 10c. Overnight and 2-day Delivery. **Contact Contractor**
- 10d. Urgent Requirements. **Contact Contractor**
11. F.O.B. Point(s). **Destination**
- 12a. Ordering Address. **Contractor Address**
- 12b. Ordering procedures: **See Federal Acquisition Regulation (FAR) 8.405-3.**
13. Payment address(es). **Contractor Address**
14. Warranty provision. **Standard 1 Year Warranty**
15. Export packing charges, if applicable. **N/A**
16. Terms and conditions of rental, maintenance, and repair (if applicable). **N/A**
17. Terms and conditions of installation (if applicable). **N/A**
- 18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **N/A**

- 18b. Terms and conditions for any other services (if applicable). **N/A**
19. List of service and distribution points (if applicable). **N/A**
20. List of participating dealers (if applicable). **N/A**
21. Preventive maintenance (if applicable). **N/A**
- 22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **N/A**
- 22b. If applicable, indicate that Section 508 compliance information is available on Information and Communication Technology (ICT) supplies and services and show where full details can be found (e.g. contractor website or other location.) The ICT standards can be found at [www.Section508.gov/](http://www.Section508.gov/). **N/A**
23. Unique Entity Identifier (UEI) number. **MLX8H8NN5HN1**
24. Notification regarding registration in System for Award Management (SAM) database.  
**Contractor registered and active in SAM**

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.



## COURSE DESCRIPTIONS

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## Conflict Management Workshop

<b>Audience size</b>	7 – 20 people
<b>Who should attend?</b>	<p>Individuals interested in:</p> <ul style="list-style-type: none"> <li>◇ Expanding self-awareness regarding conflict styles</li> <li>◇ Developing awareness of others</li> <li>◇ Assessing conflict situations</li> <li>◇ Applying new skills to manage conflict constructively</li> </ul>
<b>Overview</b>	<p>Participants are introduced to five basic conflict handling modes:</p> <ul style="list-style-type: none"> <li>◇ Competing: High assertiveness and low cooperativeness —the goal is to “win”</li> <li>◇ Avoiding: Low assertiveness and low cooperativeness — the goal is to “delay”</li> <li>◇ Compromising: Moderate assertiveness and moderate cooperativeness — the goal is to “find a middle ground”</li> <li>◇ Collaborating: High assertiveness and high cooperativeness — the goal is to “find a win-win solution”</li> <li>◇ Accommodating: Low assertiveness and high cooperativeness — the goal is to “yield”</li> </ul> <p>Participants learn how and when each mode is typically most appropriate and get eye-opening insights about how overusing or underusing any one mode can create unwanted situations for themselves and for the people around them.</p> <p>Understanding each mode provides insight into individuals’ strengths and limitations, their impact on other individuals and teams, and their contribution to appropriate conflict management.</p>
<b>Performance Objectives</b>	<p>At the end of this workshop participants will be able to:</p> <ul style="list-style-type: none"> <li>◇ Identify their own conflict style and how these preferences are similar and different from others on the work team.</li> <li>◇ Examine how conflict styles facilitate and block appropriate conflict management.</li> <li>◇ Use other conflict styles comfortably, allowing them to respond differently while remaining comfortable with themselves.</li> </ul>
<b>Duration</b>	½ day
<b>Format</b>	Lecture, discussion, and experiential learning activities
<b>Pre-work</b>	Complete online assessment
<b>Materials</b>	<p>Workbook</p> <p>Conflict mode report</p>
<b>Materials’ Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level

## Facilitation Skills

<b>Audience size</b>	7 – 20 people
<b>Who should attend?</b>	Individuals interested in learning methods and techniques to facilitate sessions for all size range and topics
<b>Overview</b>	<p>During this course participants will</p> <ul style="list-style-type: none"> <li>◇ Gain an understanding of facilitation basics</li> <li>◇ Learn methods to create activities with purpose</li> <li>◇ Learn tips and techniques to manage groups</li> <li>◇ Practice facilitating and get feedback on strengths and areas for improvement</li> </ul>
<b>Performance Objectives</b>	<p>At the conclusion of the training, participants will be able to:</p> <ul style="list-style-type: none"> <li>◇ Consult with clients to gain an understanding of the objectives, issues, and organizational context</li> <li>◇ Develop agendas and or protocols to guide discussions</li> <li>◇ Lead discussions in a manner that helps participants productively address key issues and stay on schedule</li> <li>◇ Assist participants in delving into sensitive issues</li> <li>◇ Manage conflict such that it facilitates productive discussion of the issues</li> <li>◇ Summarize, reflect, and maintain a record of key issues &amp; comments raised during the meeting</li> </ul>
<b>Duration</b>	1 day
<b>Format</b>	Lecture, discussion, and experiential activity
<b>Pre-work</b>	None
<b>Materials</b>	Workbook
<b>Materials' Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level

## MBTI® Workshop

<b>Audience size</b>	7 – 20 people
<b>Who should attend?</b>	Individuals interested in learning about the Myers-Briggs Type Indicator and their individual type.
<b>Overview</b>	<p>This workshop provides an introduction to the history and use of Myers-Briggs Type Indicator (MBTI®). The MBTI® indicates a person's preference for different ways of gathering information, making decisions, energizing and orienting to the outer world.</p> <p>Participants come out as one of 16 different personality types. Understanding type preferences provides insight into individuals' strengths and limitations, their impact on teams, their leadership development, and career direction.</p>
<b>Performance Objectives</b>	<p>At the end of this workshop participants will be able to:</p> <ul style="list-style-type: none"> <li>◇ Identify their own work or managerial preferences and how these preferences are similar and different from others on the work team.</li> <li>◇ Examine how these personality similarities and differences facilitate and block productivity.</li> <li>◇ Develop and sharpen interpersonal skills that will heighten personal job effectiveness</li> <li>◇ Understand the basic differences between people, allowing them to work together while remaining comfortable with themselves.</li> </ul>
<b>Duration</b>	1 day
<b>Format</b>	Lecture, discussion, and experiential activity
<b>Pre-work</b>	Complete online assessment
<b>Materials</b>	<p>Workbook</p> <p>MBTI Report</p>
<b>Materials' Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level

## Presentation Delivery for Executives

<b>Audience size</b>	4-6 people
<b>Who should attend?</b>	Executives and senior managers looking to improve their skills in delivering effective, clear and persuasive presentations.
<b>Overview</b>	<p>The ability to develop and deliver clear, concise, engaging and persuasive presentations is a critical skill for top executives. The Presentation Delivery for Executives course provides professional development for executives and senior managers seeking to improve the effectiveness of their presentations and briefings. Participants are coached in the development and delivery of presentations that have greater audience engagement, interactivity and clarity of message.</p> <p><b>Pre-Training Discussion:</b> The course includes a pre-training discussion that uncovers the student's experience and comfort level with public speaking. The discussion also focuses on personal development goals and real life positive and negative experiences. This one-on-one discussion with each student prior to the course enables the instructor to focus the course on the key areas of concern of the students.</p> <p><b>Classroom Training and Presentation Delivery:</b> The 2-day class includes instruction and examples of effective and not-so-effective speaking styles. During the class each student gives a real presentation that they have developed. Their presentation is video-taped and critiqued by the instructor and their peers in the room.</p> <p><b>Post-training Assessment and Video Tape Analysis:</b> Following the course, the video footage is delivered to the student. The instructor also reviews the video and writes a detailed assessment of the student's performance. The assessment is shared in a follow-up, one-on-one session with the student.</p>
<b>Performance Objectives</b>	<p>Learn how to build and deliver compelling and dynamic presentations:</p> <ul style="list-style-type: none"> <li>◇ Set individual goals for personal development</li> <li>◇ Learn to develop key messages and adapt them to specific audiences</li> <li>◇ Organize content into a memorable storyline</li> <li>◇ Leverage visual elements to communicate ideas and concepts</li> <li>◇ Develop your own speaking style to deliver your message with confidence</li> </ul>
<b>Duration</b>	2 days
<b>Format</b>	Lecture, real-work application, discussion, and experiential activity
<b>Pre-work</b>	1) Participate in a pre-training discussion with session leaders to share specific areas of strength and weakness in developing and delivery presentations. 2) Prepare a presentation for a real work situation. This could be a presentation that is upcoming, or one given in the recent past. Be prepared to deliver the presentation in a classroom setting while being videotaped.
<b>Materials</b>	<p>Highlights from pre-training discussion</p> <p>Course presentation materials</p> <p>Video camera and tripod</p> <p>DVDs</p>
<b>Materials' Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level

## Project Management for Non-Technical Programs

<b>Audience size</b>	7 – 20 people
<b>Who should attend?</b>	Non-technical project managers interested in learning processes, tools, and techniques needed to lead any project, large or small, to a successful conclusion
<b>Overview</b>	To be successful in our fast-paced and competitive work environment, managers must deliver high quality results on time and within budget. This interactive and challenging workshop will provide you the processes, tools, and techniques needed to lead any project, large or small, to a successful conclusion. Our topics will include, planning, risk management, deadlines, decision making, communication, and a self- assessment.
<b>Performance Objectives</b>	<p>At the end of this workshop participants will be able to:</p> <ul style="list-style-type: none"> <li>◇ Identify the key activities in the project life cycle.</li> <li>◇ Recognize the components of a project charter and how to appropriately scale them based on the size of a project.</li> <li>◇ Understand the role of the “Triple Constraint” in project management and apply it in determining project scope.</li> <li>◇ Keep projects on track by managing project risks and effectively using a communication plan.</li> <li>◇ Capture valuable project lessons and use them to define and improve project management practices within your organization.</li> <li>◇ Develop an action plan for continuing to expand your project management knowledge</li> </ul>
<b>Duration</b>	1 day
<b>Format</b>	Lecture, discussion, and experiential activity
<b>Pre-work</b>	None
<b>Materials</b>	Workbook
<b>Materials’ Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level

## Team Effectiveness

<b>Audience size</b>	7 – 20 people
<b>Who should attend?</b>	Intact work teams, project teams, and multi-disciplinary teams wanting to improve their how they work together, how they manage the work, and how they communicate
<b>Overview</b>	<p>The Team Effectiveness workshop provides intact teams tools, strategies, and interpersonal insights to:</p> <ul style="list-style-type: none"> <li>◇ Improve leadership behaviors of the team such as connecting to the broader picture, resolving issues peer to peer, and</li> <li>◇ Work together collaboratively, manage conflict, and resolve issues</li> <li>◇ Learn to understand, value and respect those who think differently or have different preferences</li> <li>◇ Develop processes to facilitate defining and managing the work</li> <li>◇ Strengthen teams' ability to create effective processes to communicate effectively</li> </ul>
<b>Performance Objectives</b>	<p>At the conclusion of the training session, the team members will be able to:</p> <ul style="list-style-type: none"> <li>◇ Recognize phases of team development and navigate successfully between phases</li> <li>◇ Use team members' Myers-Briggs Type Indicator (MBTI) results to successfully communicate, collaborate with each other</li> <li>◇ Manage conflict and interpersonal team dynamics</li> <li>◇ Agree on scope of project and project deliverables, timeframes for completion of milestones and project deadline</li> <li>◇ Utilize team norms, goals, roles and responsibilities</li> <li>◇ Monitor team process and progress towards deliverables</li> <li>◇ Conform to team processes and corrective actions when necessary</li> <li>◇ End team membership after successful completion and delivery</li> <li>◇ Communicate effectively</li> <li>◇ Collaborate as a cohesive, geographically dispersed team to deliver a specific project</li> <li>◇ Celebrate team successes</li> </ul>
<b>Duration</b>	3 days
<b>Format</b>	Lecture, real-work application, discussion, and experiential activity
<b>Pre-work</b>	Complete 2 online assessments
<b>Materials</b>	<p>Workbook</p> <p>MBTI Individual Profile</p> <p>MBTI Team Report</p> <p>Conflict Mode Report</p>
<b>Materials' Fees</b>	Fees for materials are not included in the course cost and must be addressed at a task order level