



**PROVIDING EFFECTIVE  
LEADERSHIP TRAINING  
AND DEVELOPMENT SERVICES  
FOR OVER 30 YEARS**

**CELEBRATING 30 YEARS • 1983 – 2013**



**TREASURY  
EXECUTIVE  
INSTITUTE**

*"Learn to think continentally." – Alexander Hamilton*



**“TEI IS A PLACE WHERE  
LEADERS CONNECT,  
find inspiration, learn, and  
exchange ideas that transform  
organizations and encourage  
innovation. TEI programs  
and services are designed  
to provide concrete tools  
and support to leaders so  
that they can navigate the  
changing work environment,  
develop relationships across  
organizations, achieve results  
and inspire others to contribute  
to their full potential.”**

*Assistant Secretary for Management  
Department of the Treasury*

## CONTINUOUS LEARNING AND NETWORKING OPPORTUNITIES AWAIT YOU!

Whether you are a new executive or are seeking to develop your current or future leadership skills, the Treasury Executive Institute (TEI) programs and services can be incorporated in your career planning process. Our services provide leadership resources and tools for SES, GS-15 and GS-14 employees in the Department of the Treasury, legacy bureaus, and TEI partners.

## ABOUT TEI

On February 25, 1983, the Treasury Secretary established the Treasury Executive Institute. Our training is focused on developing leadership abilities of our executives and managers through dynamic, intriguing, challenging, and technologically advanced learning management practices and processes. TEI now serves not only Treasury Executives, but Treasury leaders and other agency partners at the GS-14, 15 and SES levels.

## GOALS

All TEI programs and services are designed to support the strategic goals of Treasury and our partnering agencies. TEI's goals are to:

- Stimulate critical and strategic thinking and innovative approaches to manage and leverage resources.
- Increase and enhance abilities to lead people in accomplishing goals to achieve results.
- Increase awareness and strengthen knowledge through innovative training from industry experts in the areas of security, economic, financial, and international systems.
- Improve employee engagement and performance results through workshops and coaching.
- Improve performance by providing leaders with enhanced coaching and mentoring skills.
- Increase senior managers' ability to develop and retain a robust, diverse workforce through training and coaching services.
- Improve leadership succession efforts by developing future leaders and executives through long-term training programs.

## YOUR CAREER DEVELOPMENT BEGINS AT TEI

Programs are designed to develop current executives and future leaders charged with driving the missions of Treasury and TEI's partner agencies. Our focus is to develop competencies that improve, enhance, and address leadership and professional skills. The TEI programs and services incorporate the Office of Personnel Management's (OPM) five Executive Core Qualifications (ECQs) and fundamental competencies. We strive to enhance and improve the skills of the successful government leader.

Just-in-time programs are available through live and recorded broadcasts on select topics and workshops, bringing programs directly to the desktops of busy executives and leaders. The TEI course catalogue and website offer comprehensive listings of broadcast and recorded programs available to our executives and managers.



## OVERVIEW OF TEI PROGRAMS AND SERVICES

- **ASSESSMENTS AND INDICATORS**

Assessment workshops are offered throughout the year. Also participants in leadership development programs complete assessments to promote self-awareness and competency assessment. Examples include OPM's 360; Myers Briggs Type Indicator (MBTI); Thomas Kilman Conflict Mode Instrument (TKI); Emotional Intelligence; and Bar-On Emotional Quotient Inventory (Bar On EQ-1).

- **LEADERSHIP TOPICS SERIES**

Industry and Government leaders, authors and others discuss leadership and diversity topics to stimulate innovative ideas and strategic thought. TEI showcases the work of experts such as Nobel and Pulitzer Prize winners, CEOs and internal government experts on such topics as diversity & inclusion, leadership lessons from history, employee engagement, motivation and performance management.

- **EMERGING LEADERSHIP PROGRAMS**

TEI provides several programs for emerging leaders. The most extensive program, the EXECUTIVE FORUM, is an 18-month competency based program with action learning projects and pre - and post - assessments. The program focuses on all of the ECQs particularly strategic thinking, building relationships across departments and agencies, execution of projects, influencing others, and future workforce trends.

- This program is geared toward new SES and high performing GS-15s. Participants are nominated by their agencies. In addition, TEI offers several multi-session programs to introduce skills and allow participants to practice and perfect them over time by gaining feedback from the instructor throughout an extended period of at least three months.

**“TEI COACHES PARTNER WITH individuals to help them build their skillset, increase their knowledge, and develop their capabilities resulting in a more effective workforce.”**

*Director, Office of Chief Counsel  
Internal Revenue Service*

## **COACHING SERVICES: MOVING TO THE NEXT LEVEL OF EFFECTIVENESS**

- **INDIVIDUAL COACHING**

This TEI service is provided face-to-face or virtually. Individual coaching sessions are an excellent way to review 360 feedback results, achieve professional and career goals, solve individual leadership challenges, excel in self-awareness and self-management, gain clarity in decision making and purpose, and develop leadership attributes and behaviors.

- **PEER COHORT GROUPS**

These services include coaching in a group setting. It is an excellent strategy for building leadership skills through collaboration, questioning and listening.

- **COACH TRAINING**

The TEI Coach Training Program is designed for leaders who want the additional challenge and responsibility of working with others, on an individual basis, in becoming their most effective. Individuals trained as coaches are expected to become certified through the International Coach Federation (ICF) and provide 100 hours of coaching services a year. Our program participants provide individual coaching to other executives and managers.

- TEI draws coaches from across Treasury and partnering organizations. TEI coaches are individuals (GS-14 and above) committed to working with their clients to enhance their professional and personal effectiveness.



## TEI PROGRAM LOCATIONS AND DIRECTIONS

TEI is located on the first floor of the US Mint Building at 801 Ninth Street, NW, Washington, DC 20001

The Treasury Executive Institute is 1.5 blocks north of the Gallery Place Metro Station (Red, Yellow and Green lines, Ninth Street exit) and four blocks northeast of Metro Center (Red, Blue, and Orange lines)

Other locations where TEI Programs are frequently held:

### **U.S. Department of the Treasury, Headquarters**

1500 Pennsylvania Avenue, NW  
Washington, DC 20220

### **U.S. Mint**

Second Floor Conference Room  
801 Ninth Street, NW  
Washington, DC 20001

### **IRS**

1111 Constitution Avenue, NW  
Washington, DC 20220

## “TEI PROGRAMS TAKE MANAGERS AND LEADERS TO A HIGHER LEVEL

**whether it is a two hour program on World War II leaders, or The Rise and Fall of Information Empires, or Power Listening, or Decoding the Mysteries of Personality, or a long-term program like Coaching Certification or the Executive Forum Series, TEI brings us a well-rounded array of development opportunities that highlight and analyze real life examples of the ECQ competencies.”**

*Deputy Chief Counsel  
Bureau of Alcohol, Tobacco,  
Firearms & Explosives*

# Cost Effective Continuous Learning and Improvement Opportunities

## FY 2013 TEI MEMBERS



Department of the Treasury, Departmental Offices

Alcohol and Tobacco Tax and Trade Bureau (TTB)

Bureau of Engraving and Printing (BEP)

Internal Revenue Service (IRS)

Internal Revenue Service Office of the Chief Counsel

Treasury Inspector General for Tax Administration (TIGTA)

Federal Reserve Board (FRB)

Financial Crimes Enforcement Network (FinCEN)

Bureau of the Fiscal Service

General Services Administration (GSA)

Office of the Comptroller of the Currency (OCC)

U.S. Mint

Office of Inspector General (OIG)

U.S. Post Office Inspector General (USPS OIG)

Alcohol, Tobacco, Firearms and Explosives (ATF)

Department of Homeland Security – Headquarters (DHS)

U.S. Coast Guard (USCG)

U.S. Office of Government Ethics (OGE)

Overseas Private Investment Corporation (OPIC)

To apply for agency participation in TEI programs and or for individuals to participate in TEI programs, workshops, or webcasts, contact your agency Training Office or TEI at 202-622-9311.

Treasury employees can find TEI on the Treasury intranet at <http://intranet.treas.gov/TEI>

Non-Treasury employee participants can receive a program catalogue and or additional information by contacting TEI by phone (202-622-9311) or by email ([TEIWeb@Treasury.gov](mailto:TEIWeb@Treasury.gov))