

# Human Capital and Training Solutions (HCaTS) Small Business Pool 1



## ABOUT US

CI International is a small business which has been providing high-impact, customized human capital management and training solutions to help transform individuals and organizations within the federal government since 1996. Known in industry as the small business with big business capabilities, we have made working with the Federal Government our specialty and we have been privileged to serve individuals and teams at all levels, reaching far and wide throughout departments, agencies, offices, and organizations.

Our clients look to us to dig deeper, listen more fully, and provide higher-impact custom services that deliver lasting results. With every step, no matter how straightforward or challenging, we act in your best interests. We don't just offer you advice, we offer you partnership. We help you discover real-world solutions to overcome difficult challenges, thrive through change, and discover new ways to achieve greater success.

You and your team have the power to create change, to create your own conditions for success. However, it can be a challenge to navigate to a new way of thinking or push past the barriers that stand in the way. With the right tools, support, expert guidance, you'll have the vision and power to overcome the obstacles in your way.

The company was founded on the idea that greatness exists in all of us and helping our clients realize that greatness is central to our vision and inherent in our values. Throughout our history we have focused on helping our clients:

- Lead more effectively
- Communicate with greater impact
- Work more efficiently
- Learn, grow, and thrive personally and professionally

***We transform individuals, organizations, and communities through custom solutions that lead to lasting results.***

Additional details about our offerings are in the pages that follow.



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## Certifications



***Travel the road to  
greatness. We'll be your  
guide.***

## KSA 1 – Customized Training and Development Services

KSA Disciplines	CI International Offering
Training Program Management Support	Leadership Program Design Training Needs Assessment and Analysis Train the Trainer Training Program Coordination Training Event Planning Training Program Evaluation Alignment of Training and Development with Strategic Goals Training Manual Development 508 Compliance Assessment
Technical Skills and Knowledge Training/Learning	CQI overview CQI Root Causes CQI - Writing SMART Objectives/Goals Health Literacy - How to create messages to populations with lower literacy rates Informed Consent for Lower Literacy Populations Creating Data Collection Tools Research Program Evaluation Design Program Evaluation Overview Logic Models & SMART Goals/Objectives Qualitative Data Coding
Career Development and Management	Influencing Upward Leading Without Formal Authority Why Good Leaders Fail Courageous Decision Making Tactical to Strategic Thinking Mentoring Skills Managing Conflict and Negotiating Agreement Innovation in Public Service Imposter Syndrome Motivation and Engagement Emotional Intelligence for Leadership and Self-Awareness MBTI for Leadership and Self Awareness DiSC for Leadership and Self Awareness
Leadership, Management, and Supervisory Training and Development	Senior Leader Development Program Mid-Level Leadership Development Program Leadership for New Supervisors Emerging Leadership Development Program

## KSA 1 – Customized Training and Development Services

Leadership, Management, and Supervisory Training and Development (cont'd)

Leadership Essentials for Law Enforcement Personnel  
Fundamentals of Leadership  
Change Management for Leaders  
Leadership Skills and Techniques Leading in a Telework Environment  
Storytelling to Drive Results  
Making Telework Work  
Setting Goals and Expectations  
On-going Feedback and Communication  
Writing Self-Assessments  
Rewards and Recognition  
Conducting the Performance Appraisal

General Skills and Knowledge  
Training Development and Coaching

MBTI  
MBTI Step II  
FIRO-B  
EQ-1 2.0  
EQ 360  
TKI  
DiSC  
Birkman  
StrengthFinders  
True Colors  
Mile Marker 360  
Skill-Scope 360  
Coaching Skills for Leaders  
Advanced Coach Training  
Executive Coach Certification Program  
High Impact Communication Interpersonal Communication  
Change Management for Employees  
Moving Beyond Customer Service – Critical Consulting Skills  
Introduction to Diversity and Inclusion  
Micro-Messaging  
Examining Individual and Cultural Bias  
Communicating Across Generations

## KSA 2 – Customized Human Capital Strategy Services

### KSA Disciplines

### CI International Offering

Talent Management

Workforce Planning and Strategy  
Workload Analysis  
Skills Assessment

Human Capital Management

Employee Engagement Surveys  
FEVS Analysis and Action Planning  
Career Path Analysis  
Career Path Development  
Career Development Guides  
Succession Planning  
Organizational Health Assessment  
Organizational Design  
Individual, Team, and Organizational Assessments

Integrated Business Management

Strategic and Operational Planning  
Business Process Improvement  
Productivity Improvement

Change Management

Change Readiness Assessment  
Strategic Communication Plan  
Development and Implementation  
Strategic Change Management  
Organizational Mergers

Performance Management

Performance Management Program  
Design  
Performance Management Program  
Analysis

Employee Value Proposition

Recruiting and Retention Strategy  
Development and Implementation

Knowledge and Competency  
Management

Competency Development  
Competency Analysis  
Job Series Analysis  
Job Description Development and  
Alignment with Competencies

## KSA 3 – Organizational Performance Improvement

KSA Disciplines	CI International Offering
Performance Metrics and Improvement	Development of Organizational Performance Metrics Identification of Organizational Performance Measures
Change Management	Change Readiness Assessment Strategic Communication Plan Development Strategic Change Management
Strategic Planning and Alignment	Strategic Goal Setting Strategic Plan Development Strategic
Facilitation	Consultative Facilitation Project Team Kick-Off and Problem Solving
Data Analytics	Quantitative and qualitative data interpretation and dissemination Database Design and Development Development of Data Collection Tools Database Management Data Visualization Extract, Transform, and Load (ETL) Development of standards and interoperability
Employee Value Proposition	Career Coaching
Business Process Improvement and Reengineering	Administrative Process Consolidation and Improvement
Organizational Assessment and Transformation	Organizational Effectiveness Assessment Culture Assessment Employee Engagement Survey Organizational Merger