

April 24, 1996

To:           ARRB Staff

From:         David Marwell

Subject:      Myers-Briggs Workshop

On the afternoon of May 17th we will meet as a staff and have a professional development workshop using the Myers-Briggs Type Indicator. Some of you may already be familiar with it. For those who are not, the MBTI is an assessment tool widely used by organizational effectiveness consultants, counselors, and human resource trainers to help their clients understand their strengths and to see how people communicate, learn, choose careers and work projects, and develop relationships based on personal preferences and "types."

The first step in preparing for this workshop is to take the Myers-Briggs Type Indicator. Attached to this memo is a booklet with the questions and an answer sheet. Since there are no "right" or "wrong" answers, just choose the response that best suits you. If you just can't make a choice, leave it blank. Please return the completed answer sheets and booklets to Tracy by May 10th.

Karen Wray, coordinator of counseling and enrollment services at Northern Virginia Community College (and the other half of the Tim Wray family), has graciously offered to conduct the workshop.

She will score the MBTI for each of us and present information on how our MBTI "type" can help us understand ourselves and our work. The workshop will be casual and interactive. Karen insists that although the MBTI is a useful tool, it should not be presented too seriously.

Although this workshop is entirely voluntary, I would urge each of you to participate. Not only will it be enjoyable, interesting, and enlightening, but I hope it will also contribute to us all working better together.

If you have any questions or concerns about the assessment instrument, please feel free to see me or to call Karen at 703-323-3209.