iNStep

TRAINING MADE SIMPLE | LEADERS MADE STRONG

FEDERAL CAPABILITIES STATEMENT

Woman-Owned Small Business · Huntsville, Alabama

Build the workforce capability your mission demands.

iNStep helps government teams and prime contractors turn mission needs into practical learning that gets people to proficiency sooner.



UEI YEWJZDJVQ5G3 **CAGE** 9YDJ4 **Status** Small Business, WOSB **Primary NAICS** 611430

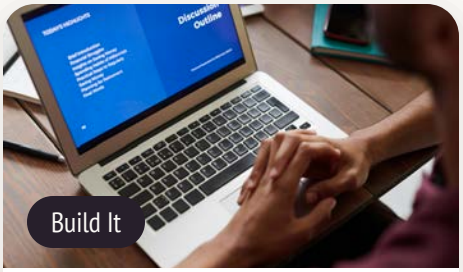
CORE COMPETENCIES



Leader Enablement

Advisory, professional development, and coaching that equip leaders to guide people and work through change.

- Leader performance consulting
- Leadership workshops
- Individual leadership coaching



Training Development

Practical learning, built with your SMEs, that prepares people to do the work.

- Discovery, learning strategy, and instructional design
- eLearning, ILT/vILT, performance aids, and assessments
- Updates and redesign of existing training



Delivery Management

PMP-led management of complex training projects from planning through rollout.

- SME, vendor, and stakeholder coordination
- Schedule and review management
- Quality assurance and testing

DIFFERENTIATORS

Connected expertise
Instructional design paired with PMP-certified project leadership

Performance-led discovery
Learning decisions tied to job performance and mission needs

Cross-functional coordination
Works across SMEs, stakeholders, designers, developers, and vendors

Flexible delivery capacity
Scalable, U.S.-based contractor model matched to the work

iNStep

FEDERAL CAPABILITIES STATEMENT

EXPERIENCE

20+ years of founder experience

Instructional design, training development, and project leadership for mission-driven organizations.

Founder qualifications: M.Ed., Instructional Design | PMP | ICF ACC | CLDS

Sectors supported

Higher Education | Manufacturing | Professional Services | Engineering | Facilities Management | Hospitality



COMMON APPLICATIONS

- Workforce onboarding
- Process and procedure training
- Systems and tool adoption
- Leadership and project management development

REPRESENTATIVE WORK

- **Building technology:** eLearning and instructor-led materials supporting a learning academy with 88 roles and 1,557 learning paths.
- **Professional services:** A one-week blended onboarding curriculum with instructor guides, job aids, practice call flows, and performance scorecards.
- **Higher education:** Accessible eLearning that prepares search committee members to evaluate candidates consistently and equitably.

TEAMING FIT

iNStep can serve as a:

- Learning strategy and training roadmapping partner
- Custom training design and development partner
- Training workstream and delivery management partner
- Professional development partner for leaders and teams

NAICS CODES

611430	Professional and Management Development Training
611710	Educational Support Services
541611	Administrative and General Management Consulting
541612	Human Resources Consulting Services
541618	Other Management Consulting Services
611420	Computer Training

PSC CODES

U008	Education/Training: Training/Curriculum Development
R408	Program Management/Support
R431	Human Resources
R499	Other Professional Support
U009	Education/Training, General
U099	Education/Training, Other

iNStep Consulting
LEARNING and LEADERSHIP



CONTACT

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