What is PEI?

The Federal Judicial Center's Professional Education Institute (PEI) is a resource for court staff seeking to improve their leadership and management skills. PEI enhances staff development by identifying key leadership practices and providing curricula including in-person, television, and web-based programs and other materials to help staff learn and hone those practices. PEI includes separate tracks for staff in court unit executive offices (including staff attorneys and librarians) and probation and pretrial services offices. The PEI web portal is the entry to a virtual campus where staff can access additional information as well as professional development tools to help pinpoint learning needs and create custom learning plans.

cwn.fjc.dcn

Why PEI?

For the court unit, PEI supports

- development and retention of competent, motivated staff
- assessment of training needs
- workplace and succession planning

For the individual user, PEI provides

- a clear outline of leadership practices staff need to know to excel and to advance their careers
- tools to identify specific educational needs, and access to resources to help meet those needs
- recommendations for programs, materials, and on-the-job training activities to pursue professional development
- flexibility to use site resources individually or with a supervisor's guidance

For more information on the Federal Judicial Center's Professional Education Institute, contact Phyllis Drum at pdrum@fjc.gov.

Federal Judicial Center
One Columbus Circle NE, Washington DC 20002-8003
cwn.fjc.dcn

Federal Judicial Center
Professional Education Institute

Offices of Circuit Executives, Clerks of Court, Bankruptcy Administrators, Senior Staff Attorneys, and Circuit Librarians

Where do you see yourself in the federal courts in the next few years? Maybe you aspire to a position in leadership. Maybe you're a leader already but hoping to rise. What if advancement isn't a realistic option? Or what if it isn't your dream? Maybe you simply want to excel in your current job.

We at the Federal Judicial Center recognize that there are two kinds of leaders in the courts: the people whose duties involve managing and motivating others, and more generally, the people who—whatever their formal title—strive to be consummate professionals: to lead by example. The Federal Judicial Center's Professional Education Institute (PEI) was created for both.

PEI identifies the practices at which true professionals excel. These practices are linked in turn to a wealth of relevant curricula. Want to enhance a particular practice? Just click, and instantly get the name of a guide you can download, a seminar you might sign up for, a program you can request, or an FJTN broadcast you should watch.

Better still, go to My Pathway and create a confidential profile you can use to plan a development strategy and keep track of your progress.

You can even complete a self-assessment to pinpoint the leadership practices you most need to cultivate.

PEI also includes an online mentoring guide for those seeking the direction of an experienced colleague—as well as for established professionals willing to advise others pursuing career goals.

There are no off-limit areas in PEI. So whether you're seriously pursuing advancement or just curious about "what it takes," take a look at PEI: Simply log on to cwn.fjc.dcn and click on "Professional Education Institute (PEI)."

Practices

PEI lists the various practices—job-specific skills and behaviors—that outstanding leaders exhibit at different levels of supervision and management.

My Pathway

Users can assess abilities, create a confidential profile, develop a learning plan, and chart career development activities and progress. For supervisors, PEI provides a ready-made platform for talking about performance with staff.

Curricula

With PEI, it's easy to obtain lists of resources for developing in a particular area. Just click on a practice, and relevant curricula—including seminars, publications, FJTN broadcasts, and computer-based training—appear instantly.

Mentoring

Recognizing the importance of guidance to development, PEI includes information on working with a mentor—or becoming one.