

TRS

Transition Readiness Seminar Capstone

—As an extension of the DoD mandate, the Marine Corps Transition Readiness Seminar (TRS) Capstone is a “face-to-face” meeting between unit Commanding Officers and their transitioning service members to review their Career Readiness Standards (CRSs) and overall readiness for transition.

—CRSs will be captured by the service member on DD Form 2958. Upon completion of the TRS and the CRSs (not all items will be completed during TRS), service members shall contact Henderson Hall’s CRMC to schedule an appointment for final review and signature. Once their appointment is complete with a transition counselor, they will need to schedule their Capstone meeting.

—During the Capstone meeting, the service member shall provide CRSs and supporting documentation to their CO/designee for the signed validation of a viable transition plan that also connects them with specific partner/external agencies that will assist in a successful transition from military to civilian life.

*By appointment only—
please call 703-614-6828*

VA CLAIMS ASSISTANCE

**Wednesdays, September 6 & 20
7:30 AM - 1:00 PM • Bldg. 29, Rm. 103**

An AMVETS representative will review service member medical records and provide assistance with the Department of Veterans Affairs disability compensation claims process.

CAPSTONE REVIEW

**Thursdays, September 7, 14, 21 & 28
9:00 AM - 3:00 PM • Bldg. 21
(Individual Appointments)**

The Capstone event is a required face-to-face meeting between unit Commanding Officers and their transitioning Marines to ensure all Career Readiness Standards (CRSs) have been met prior to leaving active duty. Capstone must take place no earlier than 120 days and no later than 90 days prior to your separation / retirement date. Please schedule an appointment with the Career Resource Management Center to have your CRSs and supporting documentation verified.

**UNITED STATES MARINE CORPS
HENDERSON HALL**

**CAREER RESOURCE
MANAGEMENT CENTER**

FREE CLASSES

September 2017

Please register for all classes in advance.

Visit our page online at

www.mccsHH.com/CRMCclasses.html

*for select class registration or call the
CRMC at **703-614-6828**.*

*The workshops are open to all active duty service
members, spouses, family members, and retirees.*



**Providing Employment Related Services to
Transitioning Marines and their Family Members**



Please register in advance for all classes by calling 703-614-6828

CAREER EXPLORATION: FINDING YOUR FOCUS

Wednesday, September 6

10:30 AM - Noon • Bldg. 21

This workshop examines the necessity of developing and communicating a clear professional objective in order to get moving forward in the job search. Online assessments will be conducted during the instruction period to help participants gain clarity around their career goals, and also learn about market research techniques that can help to determine the best way forward.

[REGISTER HERE](#)

TRANSITION READINESS SEMINAR (SEPARATION)

Monday - Friday, September 11 - 15

7:30 AM - 4:00 PM • Bldg. 21

Provides accurate and relevant information pertaining to benefits and entitlements available to separating service members, and focuses on managing both personal and professional change. This session may be full; please call for details. The separation seminar consists of the Pre-Separation Counseling Brief/Core Curriculum offered in conjunction with the Department of Labor Employment Workshop (DOLEW).

ACCESSING HIGHER EDUCATION TRACK

Monday - Tuesday, September 18 - 19

9:00 AM - 3:00 PM • Bldg. 21

Determine the appropriate college or university that satisfies your career interests and goals, understand admissions criteria, and learn how to fund your education through veterans' education

benefits, grants, and scholarships. Offered as a supplement to the TRS for Separatees.

CAREER TECHNICAL TRAINING TRACK

Monday-Tuesday, September 18 - 19

9:00 AM - 3:00 PM • Bldg. 21

The Career Technical Training Track is facilitated by the Department of Veterans Affairs and is designed to guide service members through the decision making process associated with choosing a career technical institution. During the workshop, participants will learn how to select a course of study that satisfies career interests and goals, understand the admissions criteria, and fund education through veterans education benefits. Instructors will provide participants with general detailed information about military-friendly career technical institutions, career/economic outlook statistics in various fields of study, and a benefit/cost analysis of the career field versus academic costs. The military-to-civilian track is offered as a supplement to the Separation TRS.

UNDERSTANDING THE FEDERAL SES PROCESS & ECQ WRITING

Wednesday, September 20

10:00 AM - 12:00 PM • Bldg. 21

This workshop will provide an overview of the SES application processes with federal agencies and the OPM Quality Review Board (QRB). Participants will expand their way of thinking about senior management positions in the federal government.

[REGISTER HERE](#)

CRACKING THE CODE TO THE FEDERAL HIRING PROCESS

Wednesday, September 20

1:00 PM - 3:00 PM • Bldg. 21

Learn about the federal hiring process, and understand how to create a federal application package that will set you apart from the competition. This workshop is taught by a former GS15 HR Manager from the Office of Personnel Management.

[REGISTER HERE](#)

SENIOR LEADERSHIP TRANSITION READINESS SEMINAR

Monday - Friday, September 25 - 29

7:30 AM - 4:00 PM • Bldg. 21

Skill assessments and marketing strategies, career exploration, networking, today's current job market, hiring and staffing challenges, and résumé preparation. Also featured is industry standard interview attire, interview techniques, and salary negotiations. Open to O-5, E8, W4 & up within two years of retirement. This session may be full; please call for details.

