

# 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 Form 2648 eForm. 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, May 2 & 16**

**7:30 AM - 1:00 PM • Bldg. 29, Rm. 103**

An AMVETS representative will be at Henderson Hall to review service member medical records, and provide assistance with the Department of Veterans Affairs disability compensation claims process.

### **CAPSTONE REVIEW**

**Thursdays, May 3, 10, 17, 24 & 31**

**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. Schedule an appointment to have your CRSs.

**UNITED STATES MARINE CORPS  
HENDERSON HALL**

**CAREER RESOURCE  
MANAGEMENT CENTER**

**FREE CLASSES**

**May 2018**

*Please register for all classes in advance.*

*Visit our page online at*

***[www.mccsHH.com/CRMCclasses.html](http://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*

### **TRANSITION READINESS SEMINAR (SEPARATION)**

Monday - Friday, May 7 - 11

7:30 AM - 4:00 PM • Bldg. 21

Designed to provide accurate and relevant information pertaining to benefits and entitlements available to those service members who are separating, and focuses on managing both personal and professional change.

### **BOOTS TO BUSINESS**

Monday - Tuesday, May 14 - 15

8:30 AM - 4:00 PM • Bldg. 21

In collaboration with the U.S. Small Business Administration, The Institute for Veterans and Military Families at Syracuse University and the Department of Defense. Learn how to evaluate applicable skills and personality traits needed for self-employment. Research the market and how to obtain financing.

[REGISTER HERE](#)

### **ACCESSING HIGHER EDUCATION TRACK**

Thursday, May 17

9:00 AM - 3:00 PM • Bldg. 21

Designed to guide service members through the variety of decisions involved in choosing a degree completion program and preparing for the college admissions application process. Participants will learn how to determine the appropriate college/university that satisfies career interests and goals, understand admissions criteria, and fund education through different programs.

### **PRE-SEPARATION COUNSELING BRIEF**

Friday, May 18

9:30 - 11:00 AM • Bldg. 21

The Pre-Separation Counseling Brief provides an overview of the transition process and requirements, available programs and support services, and benefits and entitlements upon separation or retirement from active military service.

### **SENIOR LEADERSHIP TRANSITION READINESS SEMINAR**

Monday - Friday, May 21-25

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. Open to O-5, E8, W4 & up within two years of retirement. This session may be full; please call for details.

### **ALL ABOUT MILITARY SPOUSE EMPLOYMENT**

Tuesday, May 29

1:00 - 2:30 PM • Bldg. 21

Take the first step in getting your next job at our three-part All About Military Spouse Employment workshop! This one-day workshop will feature the following presentations: Military Spouse Employment Readiness & Resources, Breaking Down Barriers to Employment, and Marketing Your Volunteer Experience.

[REGISTER HERE](#)

### **SPOUSE TRANSITION AND READINESS SEMINAR (STARS)**

Wednesday, May 30

10:00 AM - 1:30 PM • Bldg. 21

Provide military spouses with the knowledge, information, and resources associated with the Transition Readiness Seminar.

[REGISTER HERE](#)

### **CRACKING THE CODE TO THE FEDERAL HIRING PROCESS**

Thursday, May 31

10:00 AM - 12:00 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 being taught by a former GS15 HR Manager from the Office of Personnel Management.

[REGISTER HERE](#)

### **UNDERSTANDING THE FEDERAL SES PROCESS & ECQ WRITING**

Thursday, May 31

1:00 - 3:00 PM • Bldg. 21

This workshop will provide an overview of the SES application process 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](#)

