

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, October 3 & 17

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, , October 4, 12, 18 & 25

9:00 AM - 3:00 PM • Bldg. 21 & 29

(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

October 2018

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

TRANSITION READINESS SEMINAR (SEPARATION)

Monday - Friday, October 1-5

7:45 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.

CAREER EXPLORATION AND PLANNING TRACK

Tuesday-Wednesday, October 9-10

9:00 AM - 3:00 PM • Bldg. 21

The Career Exploration and Planning Track offers a unique opportunity to identify skills, complete a personalized career development assessment of occupational interest and ability, and develop an action plan to assist in establishing achievable career goals. Workshop facilitators will guide participants through a variety of career considerations including labor market projections, education, apprenticeships, certifications, and licensure requirements. The military-to-civilian track is offered as a supplement to the Separation TRS.

RESUME OVERVIEW

Thursday, October 11

9:30 AM - 11:30 AM • Bldg. 21

During this workshop participants will learn about the different types of resumes, and drafting targeted resumes with the key components needed to get selected for an interview. The following topics will be covered: acceptable formats and design, prioritizing

and highlighting key skills, creating marketable content, and general guidelines.

PERSONAL READINESS SEMINAR

Friday, October 12

8:00 AM - Noon • Bldg. 21

The Personal Readiness Seminar (PRS) is the first action point in the Marine for Life Cycle model. This interactive workshop provides an overview of resources available for continuing education, career development, and personal financial management. The Marine for Life Cycle model requires First Permanent Duty Station Marines to attend the workshop within 90 days of the arrival on the installation.

TRANSITION READINESS SEMINAR (RETIREMENT)

Monday-Friday, October 15-19

7:45 AM - 4:00 PM • Bldg. 21

This Seminar (TRS) is designed to provide accurate information to benefits and entitlements available to those service members who are separating, and focuses on managing both personal and professional change. This comprehensive approach is designed to relay practical information that eases the transition from military service into the civilian world. Participants will learn how to translate military skillsets, utilize effective job search strategies, obtain information on current and future job market statistics, utilize professional marketing and social media strategies, prepare an effective resume, assess market worth, prepare for the interview, present a professional image, and

negotiate compensation packages. This seminar consists of the Pre-Separation Counseling Brief/ Core Curriculum offered in conjunction with the Department of Labor Employment Workshop.

PRE-SEPARATION COUNSELING BRIEF

Tuesday, October 23

9:30 AM - 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, October 29 - November 2

7:45 AM - 4:00 PM • Bldg. 21

The Senior Leadership Transition Readiness Seminar (SLTRS) provides imperative career information and accommodates the specific needs of senior military leaders. Catering to executive-level leadership and high-profile positions those senior leaders seek, the Senior Leadership TRS expands on the Department of Labor Employment Workshop (DOLEW) curriculum in a more sophisticated peer assemblage. The week-long class incorporates the Pre-Separation Counseling Brief / Core Curriculum covering benefits and entitlements upon retirement from military service. This comprehensive approach is designed to relay practical information that eases the transition from military service into the civilian world. By attending the Senior Leadership TRS, participants gain an in-depth knowledge base in the following areas: skill assessments and marketing strategies, career exploration, networking, today's current job market, hiring and staffing challenges, resume preparation, 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.