

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*

CAPSTONE REVIEW

Wednesdays, March 4, 11, 18 & 25

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

MARCH 2020

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

PRE-SEPARATION COUNSELING BRIEF

Tuesday, March 3

9:30 - 11 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.

CRACKING THE CODE TO THE FEDERAL HIRING PROCESS

Thursday, March 5

11 AM - 1 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.

UNDERSTANDING THE FEDERAL SES PROCESS & ECQ WRITING

Thursday, March 5

1 - 3 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.

PERSONAL READINESS SEMINAR

Wednesday, March 18

8 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.

SENIOR LEADERSHIP TRANSITION READINESS SEMINAR

Monday-Friday, March 23-27

7:30 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. **AREA OF CONSIDERATION:** Both enlisted and officers – ranks no lower than O-5, E-8, W4 and those within 2 years of retirement.

