

Army Career and Alumni Program (ACAP) Transition Assistance Program

Transition Program Overview



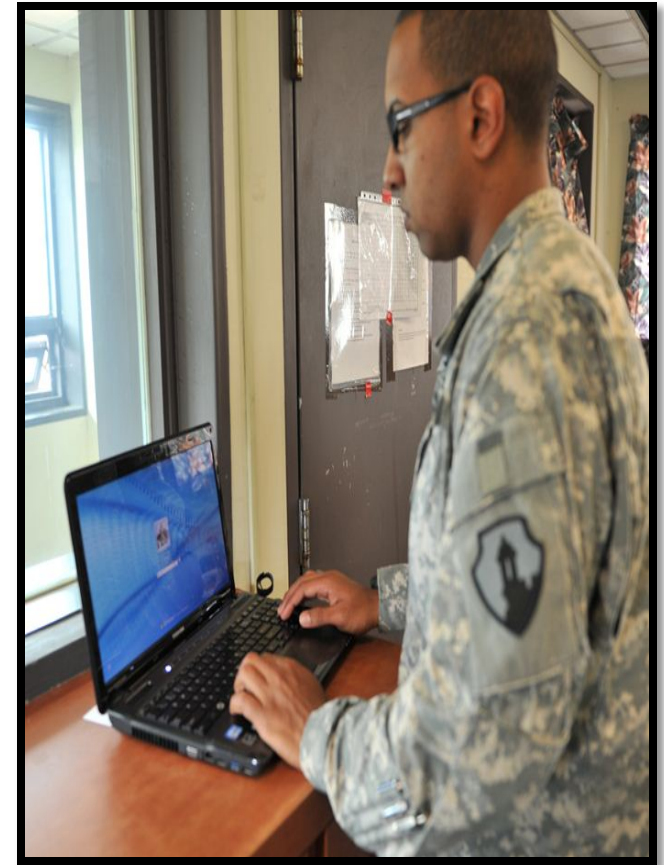
Agenda



- Overview of Transition
- Individual Transition Plan (ITP)
- Value of a Mentor
- Family Concerns
- Special Issues

Reserve and National Guard Members

- You may need to prepare for a job change as a result of your deployment
- You may have concerns that affect your return to the workforce following deployment
- You may seek to provide information to your family or friends



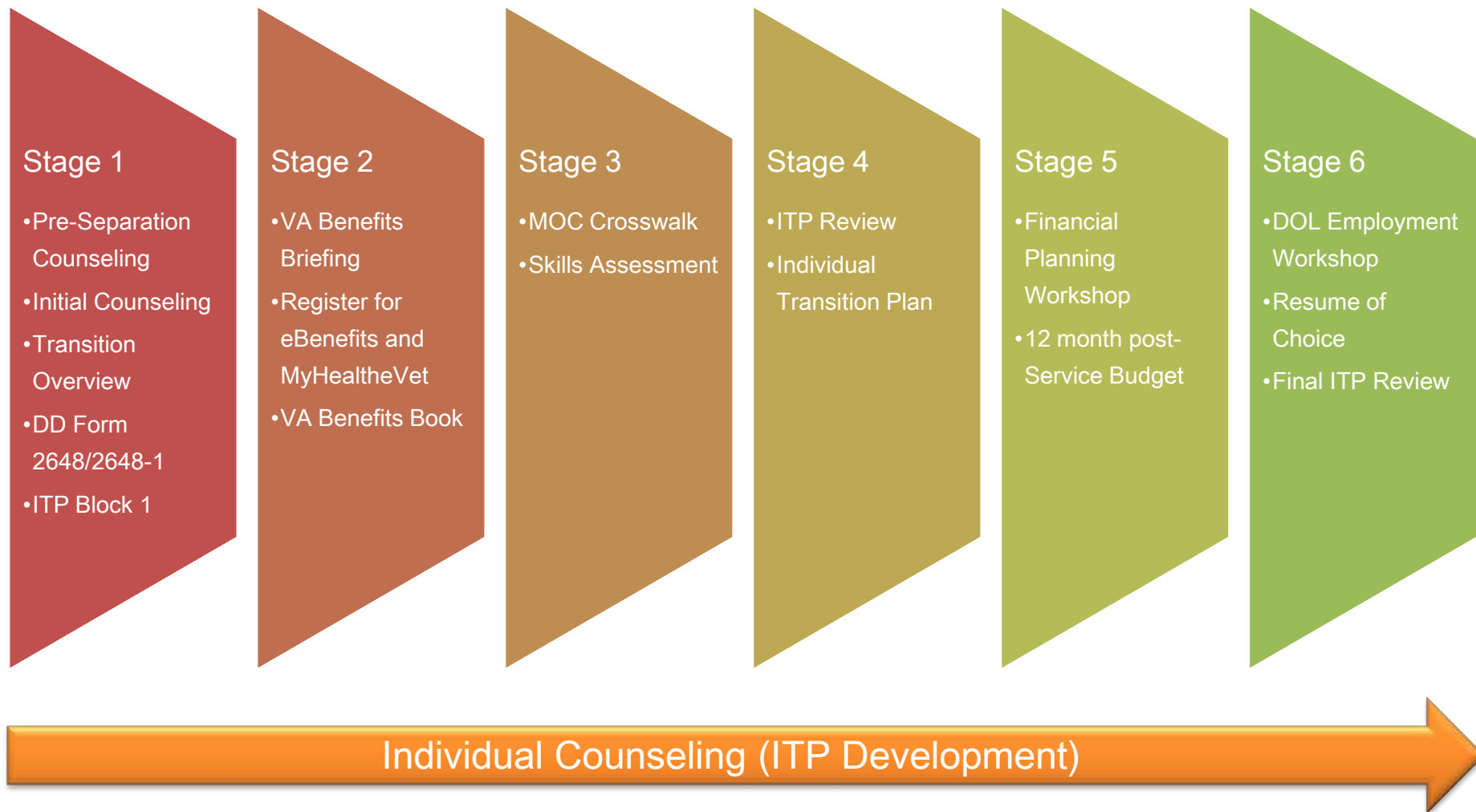
Individual Transition Checklist

- Stage 1 Pre-separation and Initial Counseling (12-18 months prior to transition or 24 months before *retirement*)
 - Overview Curriculum
 - Begin Individual Transition Plan
 - ◆ Leave with DD Form 2648 or 2648-1
- Stage 2 VA Benefits Briefing
 - Register for eBenefits and MyHealthVet
 - Know how to apply for VA Benefits
 - ◆ Leave with VA Benefits book
- Stage 3 Military Occupational Code (MOC) Crosswalk to Civilian Skills
 - ◆ Leave with Skills Assessment
- Stage 4 ACAP Specialized Counseling
 - ITP Review
 - ◆ Leave with Individual Transition Plan
- Stage 5 Financial Planning Seminar
 - ◆ Leave with 12 month post-Service budget
- Stage 6 DoL Employment Workshop
 - ◆ Leave with Resume of Choice (not less than 5 months from transition)

ACAP Transition Timeline



Briefings and Workshops



Individual Transition Plan Overview

The Individual Transition Plan: Your Roadmap for Success



- Identify needs
- Determine finances
- Complete personal assessments
- Evaluate experience and training
- Identify career fields for which you qualify



Determine Post-Transition Career Path

- Review/create resumes
- Identify references
- Document volunteerism
- Develop job search network
- Update Timeline (Block 6)



Career Path - Education

Block 3

- Complete educational needs assessment
- Assess financing options
- Identify an academic institution of your choice
- Schedule a one-on-one with the counselor at your institution of choice
- Contact the Student VA
- Contact the institution's GI Bill certifying official to confirm eligibility



Career Path – Technical Training

Block 4

- Complete the Education Needs Assessment
- Assess financing options
- Identify a technical training institution
- Research required standardized testing and possible fees
- Contact the counselor at the institution
- Identify local Veteran support services
- Schedule a one-on-one with each counselor
- Confirm GI Bill eligibility at the institution
- Annotate Timeline (Block 6)

Career Path – Entrepreneurship

Block 5

- Evaluate applicable skills
- Evaluate personality traits
- Schedule session with a Small Business Advisor
- Develop a business plan
- Determine legal requirements for your business
- Update Timeline (Block 6)

Transition Milestones

Block 6

Activities to Complete at

- 24-18 months
- 18-12 months
- 12-6 months
- 180-30 days

TRANSITION MILESTONES (ITP BLOCK 6)

Section VIII. Use this template to develop your individual transition timeline. This example is not intended to be an all-inclusive list of actions applicable to your transition. However, the items marked as "Required" are mandatory planning activities and must be completed to achieve the required Career Readiness Standards applicable to your chosen career path. Additional room is provided to allow you to tailor this timetable to meet your specific requirements.

Timeline to Separation	Required	Milestone	Scheduled Date	Completion Date
24 months – 18 months	R	• Attend Pre-Separation Counseling and complete Pre-Separation Counseling Checklist		
	R	• Prepare Individual Transition Plan (ITP)		
		• Evaluate future personal and family housing, transportation and financial requirements		
	R	• Crosswalk military skill set to civilian skills		
	R	• Identify and document requirements & eligibility for licensure, certification and apprenticeships		
	R	• Complete the Employment Readiness Assessment tool as directed during Pre-separation Counseling		
		• Visit the Education Center to assess your job skills and interests. Sign up for college entrance exams, training opportunities, license programs, college courses, or certification exams		
	R	• Attend the Employment Workshop		

Workplace Differences to Consider

- Daily attire
- Compensation packages and time off
- Civilian workplace dynamics
- Living arrangements
- Workplace discipline
- Organizational structure
- Acronyms, jargon, and other communication issues



Challenges

- Set realistic expectations
- Determine goals and next steps
- Identify priorities
- Use the tools available through ACAP Program
- Understand psychology of taking the uniform off
- Maintain a healthy lifestyle



Career Readiness Standards

- Evaluate opportunities presented by continuing military Service in a Reserve Component
- Transfer military skills to civilian skills (MOC Crosswalk)
- Identify and document requirements and eligibility for licensure, certification and apprenticeships at the potential relocation destinations
- Complete the ITP and provide documentation of meeting the Career Readiness Standards for the chosen career path

Value of a Mentor



Who needs a Mentor?

Role of a Mentor

A mentor can help you:

- Transition from military to civilian life
- Identify colleges or universities
- Network with peers and potential employers
- Search for employment
- Start a business
- Start a new job



Benefits of a Mentor

A mentor:

- Takes a Personal Interest
 - Helps establish:
 - Goals
 - Priorities
 - Nurtures Career Development
 - Acts as a Role Model
- Shares:
 - Ideas
 - Skills
 - Knowledge
 - Expertise

Resources on Mentoring

- TurboTAP Toolkit – turbotap.org
- MyArmyBenefits – myarmybenefits.us.army.mil
- American Corporate Partners – <http://acp-usa.org/>
- Army Mentorship Program – Info found on AKO
- Navy Mentorship Program
- Air Force Mentorship Guidance/Information
- USMC Mentorship Guidance/Information
- ACAP Call Center: 1-800-325-4715
(24/7 except Federal holidays)

Family Concerns



How is your family affected by your transition?

Transition Affects the Family

- Changing Family Dynamics
- Shifting Household Responsibilities
- Contemplating Relocation
- Adjusting Finances
- Setting New Career Goals



Expectations



- Discuss Family expectations
- Don't make assumptions
- Communicate clearly and frequently
- Realize that expectations may change over time
- Make time for relationships

Strategies for a Successful Transition



- Communicate
- Plan and Prepare
- Research
- Recognize Signs of Stress
- Identify Resources
- Seek Help

Recognizing Signs of Stress

- Unexplained crying or tearfulness
- Clinging among family members
- Sleep disturbances, fatigue, and nightmares
- Behavioral or personality changes, such as withdrawal, moodiness, sadness, anxiety, irritability, and anger
- Changes in eating patterns
- Headaches and illnesses
- Problems at school and/or work
- Low self-esteem, increased self-criticism
- Loss of enthusiasm for hobbies and interests
- Fear or lack of responsiveness from children – intensified fears in children that parents will leave them or not be able to care for them
- Obsessive spending or “runaway spending”

Where to Get Help

- Military OneSource
- DoD Mental Health Network
- Military/Veteran Service Organization
- Military Family Life Centers
- Chaplain, civilian clergy, post clinic, or behavior health clinic



Issues That Complicate Transition

- Drug or alcohol abuse
- Loss of employment while deployed
- Frequent changes in employment
- Financial problems
- Spousal abuse
- Sexual assault
- Suicidal thoughts or actions
- Thrill-seeking behavior
- Disabled veterans/disability issues
- Post-Traumatic Stress Disorder (PTSD)/Traumatic Brain Injury (TBI)
- Supporting children with special needs
- Divorce and/or loss of significant relationships

Indicators of Complications

- Disturbing memories or nightmares
- Difficulty feeling safe
- Feelings of sadness or numbness
- Excessive use of alcohol or drugs
- Feelings of isolation from others
- Problems with anger or irritability
- Problems with sleep
- Physical health problems
- Loss of appetite/over eating



Loss of Employment



Reservists must be re-hired by previous employers if:

- They reapply for previous job in a timely manner (90 days)
- Two years if injured or hospitalized
- Five years service limit not exceeded

Loss of Employment while Deployed

Loss of employment while deployed could:

- Create an “at-risk” situation ahead of the Service member’s return
- Lead to reduction in battle focus
- Lead to unexpected hardship on the family upon demobilization



Support

- Military OneSource
1-800-342-9647 or
militaryonesource.mil
- PTSD: ncptsd.va.gov/index.html
- National Suicide Prevention
1-800-273-8255
- Military Family Network: emilitary.org
- Local Options: Clergy, state agencies,
VA, local hospitals
- One-on-one support: Chaplain, medical
professionals, psychologists, social
workers



Local Assistance

- Veterans Administration: _____
- Department of Labor: _____
- Chaplain: _____
- Finance: _____
- Counseling: _____
- Veterans' Employment Agency: _____
- Family Readiness: _____
- ACAP Call Center: 1-800-325-4715

National Reachback Assistance

ACAP Call Center

1-800-325-4715 (24/7 except Federal holidays)



Military Transition Can Be

- New
- Exciting
- Balanced
- Controlled
- Self-fulfilling



You can Choose!