



MG John A. Renner Building, 9810 Lee Road  
Fort Jackson, SC. 29207

Hours of operation: Mon-Fri 0730-1630  
For more information call (803) 751-5256



2017

14<sup>th</sup> June



18<sup>th</sup> June



## **EMPLOYMENT READINESS PROGRAM**

### **Job Searching Strategies for Military Spouses**

**8:30-12:00**

Location: Army Community Service Center, Bldg. 9810, Lee Road (MG John A. Renner Building)

Topics: Military Spouse Job Searching Skills, Resume Writing and Interviewing

Targeted to military spouses, but open to all military and DOD ID Card holders.

To register please call 803-751-9460/5452 or sherry.r.major.civ@mail.mil

**Dates: June 6<sup>th</sup>, 20th**

### **Steps to Federal Employment for Military Spouses**

9:00 a.m. - 12:00 p.m.

Location: Army Community Service Center, Bldg. 9810, Lee Road (MG John A. Renner Building)

Information on civil service and NAF employment.

Targeted to military spouses, but open to all military and DOD ID card holders.

To register please call 803-751-9460/5452 or email Barbara.L.martin10.civ@mail.mil

**Date: June 13th**

### **Professional Networking on LinkedIn**

**9:00-11:00**

Location: Army Community Service Center, Bldg. 9810, Lee Road (MG John A. Renner Building)

Learn how to use LinkedIn as a go-to for seeking an employment opportunities. Join us as we explore learning how to use LinkedIn to make connections, build relationships and share expertise!

Targeted to military spouses, but open to all military and DOD ID Card Holders. To register please call 803-

751-9460/5256 or email sherry.r.major.civ@mail.mil

**Date: June 14**

### **Teen Career Exploration**

**9:00-11:00**

Location: Army Community Service Center, Bldg. 9810, Lee Road (MG John A. Renner Building)

Are you planning to attend college or are you looking for a job after high school? Career choices can be a difficult decision. Plan to attend this workshop and discover a variety of options that are available to you- from picking a college major to finding a job. Don't delay, get started on your career right away.

Open to teens ages 14-19 of all military personnel & DoD civilian employees

To register please call 803-751-9460/5256 or email Barbara.L.martin10.civ@mail.mil

**Date: June 27<sup>th</sup>**

### **Free Self-paced Computer Courses for Military Spouses!!**

Do you have the upper edge for the competitive job market?

The number 1 question on a job interview: Tell me about your Excel computer skills?

Increase your employment opportunities by increasing your job skills training.

ACS offers free self-paced MS Office Suite computer courses that you can do 24/7 in the comfort of your own home or at the ACS Center. Call 803-751-99469/5452 for details.

### **Typing Certification**

Do you need a typing certificate to validate you typing abilities for employment?

Need to brush up on skills? Contact the ACS Employment Readiness Program 803- 751-9460/452 to schedule a typing test or a typing practice session.

## **RELOCATION READINESS PROGRAM**

### **Out-Processing**

**During the hours of 2:30 - 3:30 p.m.**

9810 Lee Road

For all Soldiers departing Fort Jackson.

**Dates: Monday - Thursday (On the 1<sup>st</sup> Thursday, out-processing conducted in Room 120)**

### **Phase II Levy "Overseas" Brief**

**10:00 – 11:00 a.m.**

9810 Lee Road

This briefing is mandatory for Soldiers but is also open to spouses moving overseas. Information provided includes PCS process and procedures, finance entitlements, shipping household goods, passports, Family travel legal assistance for claims and shipment of POV and pets. Call 751-1124/9770/5518 for more information. No registration required.

**Dates: Every Thursday (Except 1<sup>st</sup> Thurs)**

### **Post Newcomer Orientation (No Graduation)**

9:00 a.m. - 3:00 p.m.

NCO Club, 5700 Lee Road

Just PCS'd to Fort Jackson and want to know what services/resources are available to you while you enjoy your stay at Fort Jackson, SC? The Post Newcomer Orientation is the answer for you. The orientation is a way to welcome and inform newly arrived Soldiers and Family members of resources available at Fort Jackson and is also a one stop shop for information in one location. The Post Newcomer's Orientation is Mandatory for all Soldiers arriving to Fort Jackson. Soldiers who bring their spouses will get a 3-day pass through their chain of command. A 50% off meal coupon will be provided to all attendees. Free Childcare should be coordinated ahead of time by contacting CYSS at 751-4865 for registration/child orientation information. Children must be registered and a reservation must be made with CYSS prior to childcare services being provided. Parents are required to inform the ACS staff upon sign-in at the Newcomer Orientation if childcare is utilized.

Call 751-1124/9770/5518 for more information

**Date: June 1<sup>st</sup>**

### **Stateside Levy Brief**

**1:30 - 2:30 p.m.**

9810 Lee Road

This briefing is for all Soldiers and Family member moving INCONUS.

It will assist you in preparing for your move. Information provided includes; PCS process and procedures, finance entitlements, shipping household goods, Family travel, legal assistance for claims and shipment of POV and pets. Call 751-1124/9770/5518 for more information.

No registration required.

**Dates: Every Thursday (Except 1<sup>st</sup> Thurs)**

### **In-Processing/Re-Entry Brief/Sponsorship Training**

**1:30 p.m.**

9810 Lee Road

For all Soldiers arriving Fort Jackson. Brief will begin promptly at 1330.

Re-Entry Brief & Sponsorship Training will begin immediately after in-processing.

**Dates: Monday – Wednesday**

## **EXCEPTIONAL FAMILY MEMBER PROGRAM**

### **EFMP Free Child Friendly Sensory Movie Day**

10:00 am

Fort Jackson Theater

3319 Jackson Blvd., Columbia, SC 292074

**Date: June 9<sup>th</sup>**

### **EFMP Creative Journey**

5:00-6:00 p.m.

1928 Calhoun Street, Columbia SC

Must be enrolled in EFMP. Must RSVP. Call 803-751-5256

**Date: June 13<sup>th</sup>**

## **FINANCIAL READINESS PROGRAM**

9810 Lee Road

For more information

Call 803-751-5256

## **FAMILY ADVOCACY PROGRAM**

**9810 Lee Road**

### **Stress Management Class**

11:00-12:00

Location: 5614 Hood Street, FAP Classroom 10. Open to active duty, retired service personnel, DOD Civilians and qualified Family members. This workshop is designed to raise awareness to the significance of stress related problems by helping participants identify stressors and ways to eliminate/reduce their effect on daily life. A certificate of attendance is provided upon completion.

Please **call 803-751-6325 to register**. Bring your lunch.

**Date: June 1<sup>st</sup>**

### **Child Abuse Initial Training**

5:00-7:00 p.m.

Location: 5614 Hood Street, FAP Classroom 10. The training is open to active duty, retired service personnel, DOD Civilians and qualified Family members. This two hour initial training workshop will provide information on how to recognize, identify and report child abuse. It is a requirement for law enforcement, legal, chaplains and CYSS volunteers/employees, teachers and other installation personnel whose employment requires contact with children. A certificate of attendance is provided upon completion.

Please **call 803-751-6325 to register**

**Date: June 5<sup>th</sup>**

### **Healthy Relationships**

11:00-12:00

Location: 9810 Lee Road (POC Ms. Henley @ 751-6316). The class is open to active duty, retired service personnel, DOD Civilians and qualified Family members. This is an interactive discussion based class, which encourages positive values and emotionally healthy relationships. This class includes topics such as open communication, handling conflict, and the role of independence and respect. A healthy relationship is important to living a successful, resilient life and is vital to personal growth. Bring your lunch.

Please **call 803-751-6325 to register**

**Date: June 6<sup>th</sup>**

**Family Advocacy Program Overview for  
Commanders and Senior Leaders  
1130-1230**

Location: 5614 Hood Street, FAP Classroom 10

This mandatory FAP briefing is for new unit commanders and senior enlisted personnel (E7 and above) within 45 days of assumption of a command or leadership position. The briefing covers education regarding the FAP to ensure that commanders and leaders are aware of: The nature of spouse and child abuse, FAP policies and procedures, available FAP services and command responsibilities for identification and reporting family violence.

. For location information **AND to register** for attendance please **call**  
**803-751-6325/6335**  
**Date: June 8<sup>th</sup>**

**Baby Basics**

9:00-12:00

Location: 5614 Hood Street, FAP Classroom 10

Open to active duty, retired service personnel, and qualified Family members, Baby Basics is a workshop for expecting parents. You will learn the basics of taking care of infants including: handling, diapering, dressing, bathing, safety concerns, feeding, when the baby is sick, and postpartum care. Parents will receive a free bag full of items for the baby! For more information, please contact (803) 751- 6235 or 751-9035 to **register** for the class.

**Date: June 13<sup>th</sup>**

**Anger Management Class**

11:00-12:00

Location: 5614 Hood Street, FAP Classroom 10

Open to active duty, retired service personnel, DOD Civilians and qualified Family members. This workshop, offered by Family Advocacy, is designed to help participants learn to identify anger triggers and how to control their responses and reactions. A major focus of the class is on possible consequences resulting from unchecked anger. A certificate of attendance is provided upon completion

(803) 751-6325, to **register**.

**Date: June 15<sup>th</sup>**

**Child Abuse Refresher Training**

5:00-6:00 p.m.

Location: 5614 Hood Street, FAP Classroom 10. The class is open to active duty, retired service personnel, DOD Civilians and qualified Family members. It is a one hour refresher training class that provides information on how to recognize, identify and report child abuse. The class satisfies the annual training requirement for installation personnel whose employment requires contact with children. A certificate of attendance is provided upon completion

Please **call 803-751-6325 to register**

**Date: June 19<sup>th</sup>**

**OB Maternity Briefing**

9:00-10:00

Location: Moncrief Army Health Clinic, 10<sup>th</sup> floor Managed Care waiting room.

OB Maternity Briefing is a one hour briefing for pregnant Soldiers and pregnant Family members.

This briefing provides an overview of the New Parent Support Program (NPSP) services and gives Families an opportunity to hear about other relevant on-post services. For more information, please contact

803-751-6325 or 751-9035

**Dates: 1<sup>st</sup> and 3<sup>rd</sup> Thursday  
June 1<sup>st</sup> and 15<sup>th</sup>**

## **Bright Honeybee Explorers Play Group**

10:00-11:30

Location: 5614 Hood Street, Room 8, Play Group is guided by parent participation in the development of social skills, communication skills and motor skills in babies and toddlers for ages 0-3. NPSP staff provides overall supervision of all activities. Our goal is to enable families to form healthy habits while having fun together. Individual, parent/child and group play is encouraged. For more information please contact 803-751-6325/9035.

**Dates: Every Wednesday**

## **EMPLOYMENT READINESS PROGRAM**

**Barbara Martin - 751-5256**

**9810 Lee Road**

ACS invites you into a world of education, opportunity and discovery, while offering services which promote self-reliance, resiliency and stability during war and peace. The Employment Readiness Program provides information, resources, and career counseling to help you focus on your strengths and find the best employment and training opportunities.

**We help you identify your immediate and long-range career goals, then develop an Individual Career Plan for you.**

**All services and resources are free and include:**

- Career Counseling
- Job Center/Internet Access/Fax/Phone/Photocopier
- Employment Workshops
- Job Referrals and Introduction to Hiring Employers
- Resume Assistance
- Volunteer Opportunities and Resources
- Employment Resource Library
- Work-from-Home Information
- Family Member Scholarship Websites
- Teen Employment Resources
- Job Fairs



For more information about the Fort Jackson Employment Readiness please visit our website at

[http://www.fortjacksonmwr.com/acs\\_emp/index.html](http://www.fortjacksonmwr.com/acs_emp/index.html)

**Workshops are open to: Active Duty/Retired Personnel and NG/Reservists (active and inactive status) Family Members, Survivors a  
and DOD Civilian Employees**

## **RELOCATION READINESS**

Miranda Broadus – 751-1124

9810 Lee Road



### **FOREIGN BORN SPOUSE SUPPORT GROUP**

An opportunity for spouses from various cultures and countries to meet and join other spouses to network, discuss the American way of life, develop friendships, and learn about the many resources available to make new their life experiences positive. Please call 751-1124/9770 for more information.

### **RELOCATION PLANNING “STATESIDE” WORKSHOP**

This brief will assist you in preparing for your next INCONUS move. Information provided includes; PCS process and procedures, finance entitlements, shipping household goods, passports, Family travel, legal assistance for claims and shipment of POV and pets. Please call our office at 751-9770/1124/5518 for more information.

### **HEARTS APART SUPPORT GROUP**

The Hearts Apart Program is for Families who are living separately from their Soldier due to the Soldier being deployed or on an unaccompanied tour. “Hearts Apart” provides a supportive group setting for activities; opportunities to learn about available resources; discusses the stresses and concerns of the separation; shares coping skills with one another; and to network with other Families. For more information contact ACS Relocation at 751-9770/1124.

### **POST NEWCOMER ORIENTATION/TOUR**

Just PCS'd to Fort Jackson and want to know what services/resources are available to you while you enjoy your stay at Fort Jackson, SC? The Post Newcomer Orientation is the answer for you. The Orientation is a way to welcome and inform newly arrived Soldiers and Family Members of resources available at Fort Jackson and is also a one stop shop for information in one location so you don't have to drive all over the post looking for information. The Newcomers Orientation is held the first Thursday of each month at the NCO Club, 5700 Lee Road and will include attendance at BCT Graduation which is held outdoors. Arrival time is 8:00, prompt start time is 8:15. A representative of the Command Group will open the Orientation with a personal welcome. Soldiers attending with their spouse will receive a 3-day pass. Spouses are strongly encouraged to attend. Childcare should be coordinated ahead of time by contacting CYSS at 751-4865 for registration/child orientation information. Children must be registered and a reservation must be made with CYSS prior to childcare services being provided. Parents are required to inform the ACS staff upon sign-in at the newcomer orientation if childcare is utilized. A 50% off meal coupon will be provided to attendees. Additional information may be obtained by calling ACS at 751-9770/1124/5518/5256.

### **ENGLISH AS A SECOND LANGUAGE**

Don't miss this opportunity to: improve your English skills; find a job or a better job; better understand the citizenship exam; improve your social skills; continue your education; have more confidence; better understand your English speaking friends or families. This class will assist with enhancing these skills plus more! Some classes are free to participants and all instructional materials will be provided. The class is designed for foreign-born spouses, but is open to anyone needing Basic English language instruction who are ID card holders or DOD employees. Call Miranda Broadus, ACS Relocation Manager at 751-1124 or email [miranda.o.broadus.civ@mail.mil](mailto:miranda.o.broadus.civ@mail.mil) for more information. Registration is required.

**TOTAL ARMY SPONSORSHIP TRAINING** Designed to educate command appointed sponsors (military and

civilians) and those interested in becoming a sponsor on their roles and responsibilities; provide the knowledge and resources for effective sponsorship; and to provide access to all the tools needed to do an outstanding job. Units requiring training may call 751-1124/9770 or email miranda.o.broadus.civ@mail.mil.

### **LEVY "OVERSEAS MOVE" BRIEF**

This briefing is mandatory for Soldiers but is also open to spouses moving overseas. Information provided includes; PCS process and procedures, finance entitlements, shipping household goods, passports, Family travel, legal assistance for claims and shipment of POV and pets. Please call our office at 751-9770/1124/5518 for more information on the mandatory overseas orientation.

### **IN-PROCESSING BRIEF**

All Soldiers must in-process through ACS on Tuesdays or Thursdays promptly at 7:30. NOTE: Traffic is very congested on Wednesdays and Thursdays. Wednesday is Family Day and Thursday is BCT Graduation. Please plan accordingly. Please call our office at 751-5518/9770 for more information.

### **OUT-PROCESSING**

Conducted for all Soldiers departing Fort Jackson. Please call our office at 751-5518/9770 for more information.

### **RE-ENTRY BRIEF**

This brief is provided for all Soldiers returning from OCONUS. This brief will address the logistical, financial and psychological adjustment that must often be made when returning from an overseas tour. Please call our office at 751-5518/9770 for more information.

## **FINANCIAL READINESS PROGRAM**

**Angela Crosland - 751-5256  
9810 Lee Road**

ACS' **Financial Readiness Program** combines services offered by the Consumer Affairs and Financial Assistance Program (CAFAP) and Army Emergency Relief (AER). We offer a wide range of services to assist active duty and retired Service members, their ID card Family members and Department of the Army civilian employees with their financial affairs. Our goal is to help create a financially resilient military community by encouraging saving, investing and reducing debt. We want to help Soldiers and Families build wealth and prevent financial difficulties before they arise. Financial readiness is an integral part of mission readiness.

### **Services Offered:**

- **Prevention & Education**
- **Free and Confidential Financial Counseling**
- **Assistance with Debt Liquidation**
- **Consumer Advocacy/Complaint Resolution**
- **Emergency Financial Assistance**
- **Emergency Food Assistance**

### **FINANCIAL PLANNING FOR INITIAL PERMANENT CHANGE OF STATION (PCS) MOVE:**

A mandatory class for all junior enlisted soldiers (E1-E4) preparing to PCS for the first time. This class covers costs, allowances, and entitlements associated with a PCS move. This is a one hour class and must be taken no later than 90 days before out processing Fort Jackson.



## **PREVENTION AND EDUCATION**

**Annette McLeod - 751-6325**

**9810 Lee Road**

### **CHILD SAFETY AWARENESS INITIAL TRAINING**

5614 Hood Street, FAP Classroom 10. This two hour initial training workshop will provide information on how to recognize, identify and report child abuse. It is a requirement for law enforcement, legal, chaplains and CYSS volunteers/employees and other installation personnel whose employment requires contact with children. A certificate of attendance is provided upon completion. Please call (803) 751-6325, to register.

### **CHILD SAFETY AWARENESS ANNUAL REFRESHER TRAINING**

5614 Hood Street, FAP Classroom 10. The one hour workshop serves as the required annual refresher for legal, chaplains, CYSS volunteers/employees and other installation personnel whose employment requires contact with children. A certificate of attendance is provided upon completion. Please call (803) 751-6325, to register.

### **STRESS MANAGEMENT CLASS**

5614 Hood Street, FAP Classroom 10. This workshop is designed to raise awareness to the significance of stress related problems by helping participants identify stressors and ways to eliminate/reduce their effect on daily life. A certificate of attendance is provided upon completion. Please call (803) 751-6325 to register. Bring your lunch.

### **ANGER MANAGEMENT CLASS**

5614 Hood Street, FAP Classroom 10. This workshop, offered by Family Advocacy is designed to help participants learn to identify their anger triggers and how to control their responses. A major focus of the class is on possible consequences resulting from unchecked anger. A certificate of attendance is provided upon completion. Please call (803) 751-6325 to register.

**\*DIRECTIONS TO FAP CLASS ROOM 10:** Come in to Gate 2 on Forest Drive. Continue on Strom Thurmond Blvd., turn right on Scales Ave (by the main post chapel), Take the 5th Left, (you will then see a playground on your left and a brick building on your right) Take the second right and park in the lot on the left side of the brick building. Enter into the Back building with all the glass windows and the sign that says "FAP Class Room 10. Building 5614 is the Building in the Back. Class Room Phone: (803) 751-9869.

## **NEW PARENT SUPPORT PROGRAM**

**Annette McLeod - 751-6325**

**9810 Lee Road**

### **BRIGHT HONEYBEE EXPLORERS PLAY GROUP**

Bright Honeybee Explorers Play Group is an interactive group designed to help parents learn developmentally appropriate play to help children improve their social, cognitive and motor skills. It is for parents with children age 0 to 3 years old. Bright Honeybee Explorers meets Every Wednesday, 10:00-11:30. Contact for Location by calling (803) 751-6325 or 751-9035/6724/2731.

### **OB MATERNITY BRIEFING**

The OB Maternity Briefing is a 1 hour briefing for pregnant Soldiers, single or married, and their Family members. Multiple topics relevant to the pregnant Soldier and her Family are presented by various briefers. OBB includes briefings from NPSP, Tricare, Military Family Life Counselor (MFLC) and a dietician. The briefing location is at MACH, room 8-85. For more information, please contact (803) 751-6325 or 751-9036/6724/2731.

### **BABY BASICS**

The Baby Basics is a workshop for expecting parents. You will learn the basics of taking care of infants including: handling, diapering, dressing, bathing, safety concerns, feeding, when the baby is sick, and

postpartum care. Parents will receive a free bag full of items for the baby! For more information, please contact (803) 751- 6235 or 751-9035/6724/2731.

### **1-2-3 MAGIC PROGRAM**

The 1-2-3 Magic Program, developed by Thomas W. Phelan, Ph.D., offers parents practical information on child discipline and helps parents find solutions to the challenges of disciplining children ages 2-12. Parents will receive a packet full of resource materials! For more information, please contact (803) 751-6325 or 9035/6724/2731.

## **EXCEPTIONAL FAMILY MEMBER PROGRAM**

**Brandi Palmer - 751-5256  
9810 Lee Road**

### **Exceptional Family Member Program:**

EFMP is a mandatory enrollment program that works with other military and civilian agencies to provide comprehensive and coordinated community support. This includes housing, educational, medical, and personnel services to families with special needs.

### **Respite Care Services:**

Provides temporary relief to both families and caregivers, thus allowing them to rest and relax; engage in other daily activities; cope with additional daily responsibilities; and grow and stabilize the family unit. In addition, respite care services can be targeted to specific disabilities.

### **EFMP Support Groups:**

EFMP offers different monthly support groups at various locations. Support groups offer guest speakers on various topics; fun activities (bowling, water park, circus, potluck dinners, holiday parties, strawberry picking); and opportunities to obtain information and share concerns while meeting.

## **ARMY FAMILY TEAM BUILDING**

**4512 Stuart Avenue - 751-5256**

**On Line Classes @**

[www.MyArmyOneSource.Com](http://www.MyArmyOneSource.Com)

1. **Register**
2. **Click "On Line Training**
3. **Select AFTB & the level you want**

### **AFTB Level I**

Also nicknamed our "Learn Army" course or "Army 101", this is ideal training for new spouses and civilian employees. Topics include mission of the Army, rank structure, acronyms, intro to family readiness groups, how to read an LES (military pay stub) and more!

### **AFTB Level II**

A series of personal development classes including topics such as time management, group dynamics, conflict management, and personality traits, etc. Ideal training for FRG leaders, housing mayors, and other community volunteers as well as civilian employees.

### **AFTB Level III**

A series of professional development classes centered on advanced leadership skills.

## **ARMY VOLUNTEER CORPS COORDINATOR**

**Marilynn Bailey - 751-5444**

**9810 Lee Road**

Army Volunteer program is recruitment, training and placement of volunteers. There is also recognition of volunteers, liaison between command Group and installation volunteers.

## **INFORMATION & REFERRAL PROGRAM**

**9810 Lee Road**

**Vacant- 751-5256**

Information & Referral is a key source of integrated information that brings Soldiers and services together every day with ease, compassion, and quality to meet vital needs of all Soldiers, DA Civilians, retirees and their Families.

## **SURVIVOR OUTREACH SERVICES**

**Leslie S. Smith- 751-4867**

**9810 Lee Road**

Survivor Outreach Services (SOS) is an Army-wide program designed to provide dedicated and comprehensive support to survivors of deceased Soldiers. The program is a joint effort with collaboration from the Installation Management Command (IMCOM), the Family and Morale, Welfare and Recreation Command (FMWRC), the Casualty and Mortuary Affairs Operation Center (CMAOC), the Army National Guard and Army Reserve. SOS standardizes casualty services and policies across the Army and provides additional staffing at Casualty Assistance Centers and Active Component and Reserve Component family Programs. SOS responds to the need for specialized staff at Casualty Assistance Centers (CAC) to help Casualty Assistance Officers (CAO) support survivors, as well as adding additional staff that have the sole mission of providing continuing support to survivors.

## **MOBILIZATION AND DEPLOYMENT PROGRAM**

**Danielle Hanson - 751-5256**

**9810 Lee Road**

**The Mobilization and Deployment (MOB & DEP) Program** helps support community readiness during deployments and emergencies. We help make sure installation programs align with unit deployment cycles, provide pre- and post-deployment support, and help unit Commanders with their Family Readiness plans and deployment support services for Service Members and their Families. In the case of an all-hazards event, we are also responsible for supporting Service Members and Families by operating an Emergency Family Assistance Center (EFAC).

**Briefings, trainings and workshops are provided on a monthly basis and/or by request.** Please contact telephonically at 751-5256.

***All Soldiers (regardless of rank) and Family members are welcome to attend all classes  
Please call Army Community Service at 751-5256 or email [Madelyn.A.Mercado.civ@mail.mil](mailto:Madelyn.A.Mercado.civ@mail.mil)***

