

ACS EMPLOYMENT READINESS PROGRAM 2018 TRAINING SCHEDULE

RSVP is requested 2 business days before the workshop date. Please call Sherry Major, ERPS 803-751-9460/5256

Workshops are open to all service members, retirees, NG/Reservist (active/ inactive status), Family Members, Survivors and DOD Civilians Employees

| WORKSHOP TITLE | DATE | TIME | LOCATION |
|---|-------------|------------|------------------------|
| JANUARY | | | |
| Job Searching Strategies for Military Spouses | January 9 | 0830-1200 | ACS Center-9810 Lee Rd |
| Federal Employment for Military Spouses | January 19 | 0900-1200 | ACS Center-9810 Lee Rd |
| Job Searching Strategies for Military Spouses | January 23 | 0830-1200 | ACS Center-9810 Lee Rd |
| Scholarship Seminar for Military Families | January 31 | 0900-10:30 | ACS Center-9810 Lee Rd |
| FEBRUARY | | | |
| Job Searching Strategies for Military Spouses | February 6 | 0830-1200 | ACS Center-9810 Lee Rd |
| Federal Employment for Military Spouses | February 9 | 0900-1200 | ACS Center-9810 Lee Rd |
| Scholarship Seminar for Military Families | February 13 | 0900-1030 | ACS Center-9810 Lee Rd |
| Job Searching Strategies for Military Spouses | February 20 | 0830-1200 | ACS Center-9810 Lee Rd |
| Teen Summer Employment Preparation Workshop | February 24 | 0900-1200 | ACS Center-9810 Lee Rd |
| MARCH | | | |
| Job Searching Strategies for Military Spouses | March 6 | 0830-1200 | ACS Center-9810 Lee Rd |
| Federal Employment for Military Spouses | March 13 | 0900-1200 | ACS Center-9810 Lee Rd |
| Job Searching Strategies for Military Spouses | March 20 | 0830-1200 | ACS Center-9810 Lee Rd |
| Teen Summer Employment Preparation Workshop | March 24 | 0900-1200 | ACS Center-9810 Lee Rd |

JOB SEARCHING STRATEGIES FOR MILITARY SPOUSES: All military spouses of active duty/retired military personal and Survivors will be eligible to enroll in the ERP to receive one-on-one employment assistance, receive daily e-mail job alerts, have resume sent to prospective private sector employers and be eligible to complete Free on-line MS Office Suite classes!

STEPS TO FEDERAL EMPLOYMENT FOR MILITARY SPOUSES: Looking for Federal Employment? This workshop will walk you through every step of the way. Learn how to create a federal resume, navigate USAJOBS website, Military Spouse Preference Registration process and understand the difference between civil service and Non-appropriated Fund (NAF) positions.

SCHOLARSHIP SEMINARY FOR FAMILY MEMBERS: Seminar will educate military spouses and parents of military teens on the various military and civilian scholarships that are available.

TEEN SUMMER EMPLOYMENT WORKSHOP: Teens need to be applying in February and March to secure a job for the summer. Join us to learn how to create a resume, search on-line for Fort Jackson summer teen jobs at www.usajobs.gov and interviewing skills. Teens, ages 14-21. RSVP is required at least 2 days before the workshop date. Limited seating!



Employment Readiness Program

Where Career Success Begins

Fort Jackson

Employment Readiness Office (803) 751-5256

MILITARY SPOUSE EMPLOYMENT READINESS CENTER

The Employment Readiness Program provides information, resources and career counseling to help you focus on your strengths and reach your career goals.

All services are free and include:

- Career Counseling
- Career Center/Internet Access/Fax/Phone/Photocopier
- FREE Self-paced MS Office Suite Computer Training
- Job Bank and Employer Referrals
- Resume Assistance
- Employment Resource Library
- Work-from-Home Opportunities
- Family Member Scholarship Websites
- Teen Employment Resources
- Career Fairs
- Employment Workshops



QR CODE FOR ERP WEBSITE

Army Community Service Center
MG John A. Renner Building, 9810 Lee Road
Fort Jackson, SC 29207

Telephone: (803) 751-5256 Hours of Operation: M-F 0730-1630

***See reverse side for employment training workshop schedule**

*To view up-coming special hiring events/seminars and
search for employment opportunities go to:*

<https://jackson.armymwr.com/us/jackson/programs/employment-readiness-program>