

Where can I find the Transition Assistance Management Program (TAMP)?

Transition services and resources are provided in the Marine and Family Services Branch at the 18 major Marine Corps installations worldwide. To find the TAMP office near you, visit the TAMP website at: <http://www.tampusmc.com>.

Who is eligible for TAMP services?

Transition services are available to all Marines and their family members who are within 12 months of separation or within 24 months of retirement. Spouses are encouraged to attend all TAMP classes and workshops and to utilize all services offered.



*For additional information, contact your local
Transition Assistance Management Program
(TAMP) or visit
<http://www.tampusmc.com>*



TAMP

*Transition Assistance
Management Program*



The Transition Assistance Management Program (TAMP) provides resources and assistance to enable all separating service members and their families to make a successful transition from military to civilian life. TAMP provides accurate and relevant information and assistance on career, employment, education and training benefits, determining health and life insurance requirements, financial planning, benefits of affiliating with United States Marine Corps Reserves, and Veteran's benefits and entitlements.

Mandatory Pre-Separation Counseling

All transitioning Marines are required to attend pre-separation counseling no less than 90 days prior to leaving active duty. This session informs service members of their benefits and entitlements, as well as other services available. Each attendee will be assisted in the completion of the DD Form 2648, "Pre-separation Counseling Checklist." Some of the topics are:

- Employment Assistance
- Relocation Assistance
- Education/Training
- Health and Life Insurance
- Finances
- Reserve Affiliation
- Disabled Veterans Benefits

Mandatory Transition Assistance Program (TAP) Workshop

All transitioning Marines are required to attend a Transition Assistance Program (TAP) Workshop conducted by Department of Labor instructors. This workshop is designed to give service members the basic knowledge and skills necessary to plan and execute a successful job search. This includes:

- Assessing preferences, skills, experience, and education/training.
- Making career decisions regarding career objectives and financial needs.
- Winning an interview by identifying job opportunities, writing effective resumes and applications, and researching potential employers.
- Winning the job by preparing for and participating in successful interviews.

Individual Transition Plan (ITP)

The key to your successful transition is planning. This can be accomplished by creating an Individual Transition Plan (ITP). The ITP serves as a framework to fulfillment of realistic career goals based upon the individual's unique skills, knowledge, experience, and abilities. The ITP identifies actions and activities associated with your transition.

Employment Assistance

- Individual coaching and assistance
- Job fairs
- Staff assisted computerized job search
- Automated tools for preparing resumes, cover letters, and federal job applications
- Assistance in preparing resumes, cover letters, and interviews

Verification of Military Experience and Training (VMET) - DD Form 2586

You can obtain your VMET online at <http://www.dmdc.osd.mil/vmet> or by contacting your transition office. The VMET document lists military job experience and training history, recommended college credit information, and civilian equivalent job titles. This document is designed to help you create a resume and apply for jobs.