

WORKFORCE DEVELOPMENT NEWSLETTER



July 2024 | Volume 3

HAPPY SUMMER!!

WELCOME TO THE THIRD QUARTER WORKFORCE DEVELOPMENT NEWSLETTER

In this edition, we highlight key initiatives aimed at enhancing our workforce's skills and well-being, including competitive training programs, deployment opportunities, and the Civilian Leadership Development Program in the Army.



DID YOU KNOW...

Beginning in January 2024, the Army Benefits Center - Civilian began hosting monthly Virtual Café series to provide valuable employee benefit information and tips. Check out the list of classes and save the date for an information-packed session each month! All sessions begin at 1100 CT (USA) and are held via MS Teams link. All sessions will be recorded and can be reviewed on the ABC-C YouTube channel

https://www.youtube.com/playlist?list=PL_vCIIcu3dII NOuKPnJpXzKAYHPFgkoBB.

For 2024 course information and event links, visit the ABC-C website

<https://www.abc.army.mil>

FEDERAL EMPLOYEE VIRTUAL CAFÉ SERIES

- ☐ Thrift Savings Plan Makeup Process – July 25, 2024
- ☐ FERS Annuity Supplement & Social Library Navigation – September 26, 2024
- ☐ Security Overview – August 29, 2024
- ☐ ABC-C Website & GRB Resource
- ☐ FEHB Plan Comparison Tool & Federal Benefits Open Season – October 24, 2024
- ☐ Post-56 Military Buyback Process Overview – November 26, 2024
- ☐ Civilian Deposit & Redeposit Process Overview – December 24, 2024





LET IT FLOW

Looking back: Congratulations to all Triple Threat 6-Week Fitness Challenge participants! I am thrilled to announce the winners of our Triple Threat Challenge in the individual and team categories! Please join me in congratulating the individual winner, Kimberly Harris. Team CrossChicks winners include Julie Cordova, Tarisha Corey, Cecile R. Fulfer, Donna Tomsic, and Janecze Wright for their outstanding performance and dedication. Your hard work, determination, and exceptional skills have set you apart. You have demonstrated remarkable talent across all challenge areas, and we are incredibly proud of your achievements. Your commitment to excellence is an inspiration to us all. The next fitness challenge will begin on 15 July, The Step-It Up Challenge. For more information [CLICK HERE](#)

Workforce Development will be hosting monthly lunch and learn events. To obtain additional information regarding these educational sessions, please visit the WFD's SharePoint or Teams. [WFD Lunch and Learns](#) or [USAFG WFD Teams](#)

For more information on MWR Group Fitness Schedule contact Emily Cox, Program Fitness Specialist at emily.v.cox2.naf@army.mil

FORT CAVAZOS

GROUP FITNESS SCHEDULE

Unit PT Reservation,
Training, Coaching,
and Questions
Email: emily.v.cox2.naf@army.mil

MON

TUES

WED

THURS

FRI

SAT

FITNESS CLASSES

0630 - 0730 		NO CLASSES 6/19		NO CLASSES 7/4		NO CLASSES 6/21/23/29 8/30		
0900 - 1000 	0900 - 1000 	0900 - 1000 	0900 - 1000 	0900 - 1000 	0900 - 1000 			
0930 - 1030 	0900 - 1000 	0930 - 1030 	0900 - 1000 					
1115 - 1200 								
1200 - 1300 	1200 - 1300 	1200 - 1300 	1200 - 1300 	1200 - 1300 	1200 - 1300 			
1730 - 1830 		1730 - 1830 						
1800 - 1900 	1800 - 1900 	1800 - 1900 	1800 - 1900 					

SPECIALTY CLASSES

SWEAT 'N' STROLL

*Children allowed in
contained stroller or car seat ONLY
*Special Class Price of \$5.00
Kieschnick Physical Fitness Center

AQUA-FIT

Fitness in the Water
Comanche Outdoor Pool
\$3.00 Cash
ONLY

INFO

GYMS

UNIT PT RESERVATION
MON - FRI
Email: emily.v.cox2.naf@army.mil

No Classes On
Training
OR
Federal Holidays

Patrons MUST sign
-up in advance

HEALTH & WELLNESS TIPS

HERE ARE SOME SUMMER HEALTH AND WELLNESS TIPS

STAY HYDRATED

- DRINK PLENTY OF WATER:

AIM FOR AT LEAST 8 GLASSES A DAY, MORE IF YOU'RE ACTIVE OR OUTDOORS.

- EAT HYDRATING FOODS:

INCLUDE FRUITS AND VEGETABLES WITH HIGH WATER CONTENT, LIKE CUCUMBERS, WATERMELON, AND ORANGES. SUN PROTECTION

- USE SUNSCREEN: APPLY A BROAD-SPECTRUM SPF 30 OR HIGHER EVERY TWO HOURS AND AFTER SWIMMING OR SWEATING.
- WEAR PROTECTIVE CLOTHING: OPT FOR HATS, SUNGLASSES, AND LIGHT, LONG-SLEEVED SHIRTS. STAY ACTIVE
- EXERCISE OUTDOORS: TAKE ADVANTAGE OF THE WEATHER BY WALKING, RUNNING, BIKING, OR SWIMMING.
- MORNING OR EVENING WORKOUTS: EXERCISE DURING COOLER PARTS OF THE DAY TO AVOID HEAT EXHAUSTION.

NUTRITION

- SEASONAL FRUITS AND VEGGIES: ENJOY FRESH PRODUCE LIKE BERRIES, TOMATOES, AND LEAFY GREENS.
- LIGHT MEALS: EAT SMALLER, MORE FREQUENT MEALS TO KEEP ENERGY LEVELS STABLE.

MENTAL HEALTH

- OUTDOOR RELAXATION: SPEND TIME IN NATURE TO REDUCE STRESS AND BOOST MOOD.
- SOCIAL CONNECTIONS: PLAN ACTIVITIES WITH FAMILY AND FRIENDS TO STAY SOCIALLY ENGAGED. SAFETY
- HEAT PRECAUTIONS: AVOID STRENUOUS ACTIVITIES DURING PEAK HEAT HOURS AND KNOW THE SIGNS OF HEAT STROKE.
- HYDRATION ON THE GO: CARRY A WATER BOTTLE AND DRINK REGULARLY, EVEN IF YOU'RE NOT THIRSTY.

REMEMBER, EVERYONE'S BODY AND NEEDS ARE DIFFERENT, SO ADJUST THESE TIPS TO FIT YOUR PERSONAL HEALTH AND WELLNESS JOURNEY.

"HEALTH IS A STATE OF BODY. WELLNESS IS A STATE OF BEING. "– J. STANFORD

TRAINING & DEVELOPMENT OPPORTUNITIES

The Army Expeditionary Civilian Workforce (AECW) has multiple deployment opportunities in various skill sets. These are career broadening opportunities and a chance to truly make a difference while supporting deployed U.S. Forces in missions around the globe. Deployment tours are in a TDY status for a duration of 6, 9, or 11/12 months, with no change to an employee's permanent position of record. For more information please visit <https://armyeitaas.sharepoint-mil.us/sites/IMCOM-ID-R/SitePages/HRECW.aspx>

A full list of deployment opportunities is attached.



18APR2024_Current
Projected Futur Deployment



Request for and

Projected Futur Deployment (RFD)

State Department's Passport Processing Time:

According to the State Department, DOD Civilian applicants can expect to wait 4-6 weeks for routine service and 2-3 weeks for expedited service. In addition, DOD Civilian family members do not get expedited services by the State Department, only routine services. Furthermore, processing times does not include mailing times, which may vary across the United States. Also, DOD Civilian applicants might have to wait as long as two weeks from the day their application is received at the State Department to be in a "Process Status."

RELOCATING TO A NEW JOB OVERSEAS

Are you a DOD Civilian Expeditionary Workforce (CEW) relocating to a new job overseas? One of the overseas requirements are you and any family members who will accompany you overseas must have an Official Passport. Official foreign travel can be exciting and stressful. However, navigating the process of obtaining a special issuance passport for official foreign travel can seem daunting, but with proper preparation, it becomes more manageable.

To reduce stress, DOD civilian employees should immediately contact the Fort Cavazos Official Passport Office upon receiving hardcopy OCONUS orders to schedule an Official Passport appointment for themselves and all eligible family members listed on the civilian employee's OCONUS Orders. Civilian employees should not delay this requirement as it may significantly impact the employee's and their family member's travel.

The Fort Cavazos Passport Office is your one stop shop for questions regarding special issuance passport and visa applications. Passport/Visa processing are by appointments only. To schedule an appointment, email: usarmy.cavazos.usag.list.dhr-iag-mpc@army.mil or call 288-3879/553-0041/553-0947. The Fort Cavazos Official Passport Office is in Building 18010 (corner of TJ Mills and Legends Way), 1st Floor, Room B118.10.

CIVILIAN LEADERSHIP DEVELOPMENT PROGRAM



History of the Civilian Leadership Development Program (CLDP)

The Fort Cavazos Civilian Leadership Development Program (CLDP) began in 2009 with a Program of Instruction (POI) focused on developing basic leadership and management skills. Initially designed to cater to current and future supervisors, CLDP has since evolved to accommodate a broader range of participants.

In 2017, CLDP Phase II was introduced, offering an advanced curriculum aimed at mid-level and senior civilian leaders. This phase builds on the foundational skills taught in Phase I and includes in-depth training on strategic thinking, advanced communication, and leadership in complex environments. Since its inception, the program has continuously adapted to meet the evolving needs of the workforce and has incorporated feedback to enhance its effectiveness.

Over the years, CLDP has provided civilian employees the opportunity to engage in structured leadership development activities. The program's success is evident, with over 700 employees having completed the training. In January 2011, CLDP was recognized as an IMCOM "Best Practice/Cost Avoidance" initiative, highlighting its impact and value to the organization.

The program includes a comprehensive overview of Garrison operations through interactive discussions with Garrison Directors, Office Chiefs, and Leadership. Each Director and Office Chief leads a team-building exercise that fosters networking skills and basic leadership abilities. CLDP offers Phase I to all grades, while Phase II is available to those who have completed Phase I. The class size for Phase II is limited to 25 students, ensuring a focused and personalized learning experience. Each phase concludes with a capstone project that allows participants to apply their newly acquired skills in a practical setting.



Registration Information

Registration for the next CLDP cohort will be open from August 12 to September 6, with a tentative start date of October 8. Registration forms will be posted on our website and SharePoint on August 9. Please ensure to submit your forms within the registration period to secure your spot in the program.

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Visit our WFD SharePoint and Website

WORKFORCE DEVELOPMENT

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