

Fort Lee



FY2025 TRANSITION GUIDANCE Schedule of TAP Workshops & Additive Events

Invest in your future!

Updated July 1, 2025

GO EARLY. GO OFTEN.

ALL ELIGIBLE TRANSITIONING SOLDIERS – OFFICERS AND NCOS ARE TO BEGIN THE TRANSITION PROCESS NO LATER THAN 13 MONTHS FROM RETIREMENT OR END OF SERVICE (ETS).

WE ENCOURAGE ALL TO BEGIN TAP PROCESSES 24 MONTHS OF RETIREMENT AND 18 MONTHS FOR THOSE SEPARATING DUE TO END OF SERVICE (ETS) TO ENSURE COMPLETION OF MANDATED TRANSITION REQUIREMENTS. TO BEGIN, SOLDIERS ARE TO COMPLETE THE FOLLOWING ACTIONS BELOW.

1. *GO ONLINE:** <https://armytap.appsplatformportals.us> and complete registration and self-assessment.

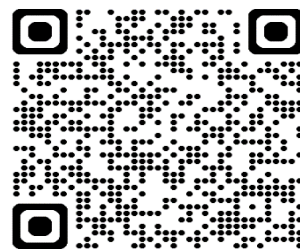
BE SURE TO SELECT FORT

LEE AS DESIGNATED TAP CENTER!!!!.

2. Contact the Fort Lee TAP Center NO LATER THAN 24-48 hours of completing self-assessment, to schedule individualized initial counseling appointment (IIC).

3. Attend IIC appointment, conducted by TAP counselors to obtain TIER assignment, schedule Pre-Separation counseling and receive guidance to complete mandatory TAP workshop requirements and follow-up appointments.

4. ENSURE scheduling of CAPSTONE appointment with TAP counselor, no later than 90 days prior to retirement or ETS. Information and other actions may be required prior to commander TAP requirement approval signature and access to print DD2648 eForm to complete Transition packet.



QR CODE to
access Portal.

**For appointments OR to register for workshops and events
CALL: 804-734-6612**

OR

EMAIL: usarmy.lee.id-training.mbx.tap@army.mil

*Required training and specialty workshops are conducted in-person and/or
virtually (V*).*

ALL WORKSHOPS AND EVENTS ARE SUBJECT TO CHANGE.



FY2025

Schedule of Workshops & Additive Events

ARMY TRANSITION DAY - MY TRANSITION* MOC CROSSWALK*FINANCIAL PLANNING FOR TRANSITION
(0800-1600), ROOM 124

OCTOBER 7	JANUARY 13	APRIL 14	JULY 14
NOVEMBER 18	FEBRUARY 10	MAY 12	AUGUST 11
DECEMBER 9	MARCH 10	JUNE 9	SEPTEMBER 15

DEPARTMENT OF LABOR (DOL)-1 DAY EMPLOYMENT FUNDAMENTALS OF CAREER TRANSITION (EFCT)
(0800-1600), ROOM 124

OCTOBER 8	JANUARY 14	APRIL 15	JULY 15
NOVEMBER 19	FEBRUARY 11	MAY 13	AUGUST 12
DECEMBER 10	MARCH 11	JUNE 10	SEPTEMBER 16

TAP Employer Thursdays (1100 – 1300) – Opportunity to meet and greet employers looking to hire and share information about their organizations! Visit with transition partners- Virginia, Department of Veteran Services; Virginia Employment Commission (VEC)/Jobs for Veterans State Grant (JVSG); Military One Source and the USO. All are available to share resources. FREE Headshots-Profile Pictures available, compliments of the USO.

FEBRUARY 13 | MARCH 13 | 12 JUNE | 14 AUGUST ALL JOBSEEKERS ARE WELCOME!!!!!!

DEPARTMENT OF LABOR (DOL) 2-DAY EMPLOYMENT WORKSHOP (DOLEW)
(0800-1600), ROOM 124

OCTOBER 9-10	JANUARY 15-16	APRIL 16-17	JULY 16-17
NOVEMBER 20-21	FEBRUARY 12-13	MAY 14-15	AUGUST 13-14
DECEMBER 11-12	MARCH 12-13	JUNE 11-12	SEPTEMBER 17--18



DEPARTMENT OF VETERAN AFFAIRS – BENEFITS & SERVICES BRIEFING
(0800-1600), ROOM 124 (OFFERED DURING TAP WORKSHOP WEEK)

OCTOBER 11	JANUARY 17	APRIL 18	JULY 18
NOVEMBER 22	FEBRUARY 14	MAY 16	AUGUST 15
DECEMBER 13	MARCH 14	JUNE 13	SEPTEMBER 19

Questions concerning VA Benefits & Services, contact VBA TED Program, DVA, Ms. Wallease Burnell
Phone: 757-880-6574 / Email: Wallease.burnell@vatap.calibresys.com

ELEVATE- TAP EMPLOYER PANEL

1000-12 NOON

Elevate your career journey by asking the important questions...from company culture, environment, benefits, training, work-life balance, just to name a few! Get the answers to your questions from company representatives as to why you should want to work for them!

ALL JOBSEEKERS ARE WELCOME

FY2025
OCTOBER 31
DECEMBER 17 * (TUES)

FY2025
FEBRUARY 25
APRIL 24

FY2025
JUNE 26
AUGUST 26



FY2025



Schedule of Workshops & Additive Events

DEPARTMENT OF LABOR, 2-DAY- VOCATIONAL WORKSHOP / (C2E) (VIRTUAL*)

(0800-1600)

OCTOBER 15 -16*	JANUARY 21-22*	APRIL 21--22*	JULY 21-22*
-----------------	----------------	---------------	-------------

SMALL BUSINESS ADMINISTRATION(SBA)- 2-DAY- ENTREPRENEURSHIP TRAINING- BOOTS-2 BUSINESS (DAY 1 - 0800-1600) (DAY 2 - 0800-12-NOON) ROOM 124



NOVEMBER 12-13	JANUARY 21-22	MARCH 18-19	MAY 20-21	JULY 22-23	SEPTEMBER 9-10
----------------	---------------	-------------	-----------	------------	----------------

FRANCHISING SEMINAR – VETERAN'S TRANSITION FORUM (FOLLOWS

BOOTS2BUSINESS) 1300 – 1500, ROOM 124

NOVEMBER 13	JANUARY 22	MARCH 19	MAY 21	JULY 23	SEPTEMBER 10
-------------	------------	----------	--------	---------	--------------

ADDITIVE EVENTS

HEALTH CARE SESSIONS - TRICARE / VIRGINIA, DEPT OF VETERAN SERVICES, US DEPT. OF VETERAN AFFAIRS (VA)

0800 – 1230, ROOM 124

1st Wednesdays



OCTOBER 2	JANUARY 8	APRIL 2	JULY 2
NOVEMBER 6	FEBRUARY 5	MAY 7	AUGUST 6
DECEMBER 4	MARCH 5	JUNE 4	SEPTEMBER 3



ARMY CAREER SKILLS PROGRAM (CSP) SEMINAR

1000 – 12 Noon, ROOM 125

1st Thursdays

OCTOBER 3	JANUARY 9	APRIL 3	JULY 10
NOVEMBER 7	FEBRUARY 6	MAY 1	AUGUST 7
DECEMBER 5	MARCH 6	JUNE 5	SEPTEMBER 4



QUESTIONS CONCERNING CSP/DOD SKILLBRIDGE & NON-CSP TRAINING / INTERNSHIP OPPORTUNITIES

Contact Fort Lee TAP Center

804-734-6612 / Email: usarmy.Lee.imcom.mbx.tap@army.mil

CSP WEBSITE: <https://home.army.mil/imcom/index.php/customers/career-skills-program>

How to Optimize Your LinkedIn Profile, Fort Lee TAP

1330-1530 ROOM 124

October 24, 2024 December 17 February 20,, 2025 April 24 June 26 August 21

Veteran Small Business Seminar, Fort Lee TAP

0900-12 NOON, ROOM TBD

February 27, 2025 August 26, 2025

Federal Employer Connection , Fort Lee TAP

1000 - 12 Noon, ROOM 125 (PAUSED UNTIL FURTHER NOTICE)

Federal Resume Writing Workshop

1300 - 1500, ROOM 125, Fort Lee TAP (ON HOLD)

January 23, 2025 July 31, 2025

Executive Transition Seminar, Fort Lee TAP

0900 - 1500 ROOM TBD

February 20, 2025 & August 28, 2025 (Target Audience-E9, 04-06 & W3-W5)

VIRGINIA, DEPARTMENT OF VETERAN SERVICES (DVS)

VIRGINIA VALUES VETERANS (V3)

Fort Lee -Network & Career Event

1100-1300, Room TBD (TAP CENTER)

OCTOBER 19	JANUARY 16	MAY 15	JULY 17
------------	------------	--------	---------

For more information about DVS, visit- www.dvs.virginia.gov

VIRGINIA, CHAMBER OF COMMERCE FOUNDATION

FY2025 - HIRE VETS NOW, CAREER NETWORKING EVENT

1100 - 1300, Fort Lee TAP

APRIL 17	SEPTEMBER 18
----------	--------------

CAREER FAIR/HIRING EVENT PARTNERS

- **JOBZONE** – JOBZONEONLINE.COM
 - **Fort Lee FAIR DATE*** - December 4, 2024
- **RECRUITMILITARY** – WWW.RecruitMilitary.com – August 27, 2025*
- **CORPORATE GRAY** – WWW.CorporateGray.com/jobfairs
- **ONESTOP** – WWW.CAREERONESTOP.ORG (State Job Banks)

STOP BY THE Fort Lee TAP CENTER

CALL US, 804-734-6612 / EMAIL: usarmy.Lee.id.training.mbx.tap@army.mil

ALL TRANSITION ADDITIVE WORKSHOPS & EMPLOYMENT EVENTS ARE OPEN TO ALL JOBSEEKERS WITH ACCESS TO THE INSTALLATION. PLEASE CONTACT THE TAP CENTER SHOULD YOU HAVE SPECIAL ACCESSIBILITY OR ACCOMODATION NEEDS DUE TO DISABILITY.



The **CIVILIAN & FEDERAL RESUME** webinars will connect you with a **Certified Professional Resume Writer**, who will answer your questions about drafting or enhancing your current resume while providing resources and best practices to get your resume noticed by employers! To view full list of **LIVE** webinar events: **recruitmilitary.com/resumewebinars**.

NOTE: For Transition Service Members enrolled in TAP, attendance for the Advanced Resume Writing OR Guide to Federal Employment additive class will be applied to their TAP record by the TAP Team for participating installations.

EAST REGION RESUME WEBINARS (Thursdays at 10 AM Eastern Time)

Thursday, July 10th at 10:00 a.m. EDT (CIVILIAN RESUME)

<https://events.teams.microsoft.com/event/aa64a0c5-f7a0-4169-beb8-6a8528328ccb@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, July 17th at 10:00 a.m. EDT (FEDERAL RESUME)

<https://events.teams.microsoft.com/event/doa5d079-ad48-4cda-a2d4-5e5fe8806dco@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, August 7th at 10:00 a.m. EDT (CIVILIAN RESUME)

<https://events.teams.microsoft.com/event/aoc7a44a-5c4b-41ec-9a7e-7db983c825eb@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, August 14th at 10:00 a.m. EDT (FEDERAL RESUME)

<https://events.teams.microsoft.com/event/5df7aa00-abbd-4c77-80b5-8bb51192241d@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, September 11th at 10:00 a.m. EDT

<https://events.teams.microsoft.com/event/ec271fc6-f1a4-4343-9e78-17b66cd2e7aa@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, September 18th at 10:00 a.m. EDT

<https://events.teams.microsoft.com/event/c30b8co8-2dc5-423d-a503-cfb9d1f01095@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Connects the military community with meaningful employment opportunities and welcomes you to our professional development webinar series designed to support your employment journey. The Advanced Employment Workshop provides the tools and best practices to help you transition into a successful civilian job and make the right impression with your next employer!

The Advanced Employment workshop complements the additive classes offered by the Transition Assistance Program (TAP) which include topics covered during the Skills Development, Interview Techniques, Salary Negotiations and Dress for Success.

NOTE: For Transition Service Members enrolled in TAP, attendance for the Advanced Employment Workshop will be applied to their record for participating installations

EAST REGION ADVANCED EMPLOYMENT WORKSHOP (Thursdays at 10 AM Eastern Time)

Thursday, July 24th at 10:00 a.m. EDT

<https://events.teams.microsoft.com/event/4a56861c-a427-4c09-b839-a2bc230a5doc@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, August 21st at 10:00 a.m. EDT

<https://events.teams.microsoft.com/event/b345ec30-943d-4717-a993-a7fef22e2f09@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Thursday, August 21st at 10:00 a.m. EDT

<https://events.teams.microsoft.com/event/345ca396-a3d0-47d3-9cb7-d77ffode5a45@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

EAST REGION HIRING EVENT PREP WEBINAR (First Business Monday of the Month at 2 PM Eastern Time)

Monday, July 7th at 02:00 p.m. EDT

<https://events.teams.microsoft.com/event/13d9ba65-c7a8-4221-9afe-d179086fob59@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Monday, August 4th at 02:00 p.m. EDT

<https://events.teams.microsoft.com/event/cd0333e1-8943-4605-8664-09a5d31db484@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

Monday, September 8th at 02:00 p.m. EDT

<https://events.teams.microsoft.com/event/c516bd04-0c97-431d-8478-agfoxc3a1f3f@7b92cb4f-a48d-4d13-950e-7482ba520b8c>

**Fort Lee TAP Center
Soldier Support Center, Building 3400, Room 126**

Na'Stelle Graves

TAP Transition Services Manager (TSM)

nastelle.p.graves.civ@army.mil / 571-644-5770 / SSC- Suite 202-Room D

Deon Albury

TAP Transition Services Specialist (TSS)

Deontrez.v.Albury.ctr@army.mil / 520-673-7970 / SSC – TAP/Room 126 D

Yalonda Sturtevant

TAP Center – Contract Installation Manager (CIM)

Yalonda.d.sturtevant.ctr@army.mil / 520-673-8026 – TAP/Room 126 C

Cherelle Cobbins

Army Career Skills Program (CSP) Installation Administrator

cherelle.d.cobbins.ctr@army.mil / 804-734-5814 / SSC- TAP/Room 126

TAP email: usarmy.Lee.id-training.mbx.tap-center@army.mil

GARRISON - <https://home.army.mil/lee/TAP>

Like US on FACEBOOK - <https://www.facebook.com/FortGreggAdamsTAP>

Follow us on: [LinkedIn.com/FortLee-Transition-Assistance-Program](https://www.linkedin.com/company/fortlee-transition-assistance-program)

Comments on our service: ICE: [Https://ICE Home \(disa.mil\)](https://icehome.disa.mil)



For appointments OR to register for workshops and events

CALL: 804-734-6612 OR

EMAIL: usarmy.lee.id-training.mbx.tap@army.mil

***Required training and Specialty workshops are conducted
in-person and/or virtually (V*).***

ALL WORKSHOPS AND EVENTS ARE SUBJECT TO CHANGE.