



# December 2022

## Military & Family Readiness Center (M&FRC)

Consolidated Support Facility - Building 20245, Suite 126

Please call 846-0741 /0751 or send email to

[Kirtland.FamilySupportEmployment@us.af.mil](mailto:Kirtland.FamilySupportEmployment@us.af.mil)

to register for classes or make an appointment



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																										
<p>Current A&amp;FRF events in the Kirtland app</p> 	<p>Attend A&amp;FRF events and earn Leadership Pathways points.</p> 		<p><b>November 2022</b></p> <table border="1"> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> </tr> <tr> <td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td> </tr> <tr> <td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td> </tr> <tr> <td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td> </tr> <tr> <td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td> </tr> <tr> <td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td> </tr> </table>	S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				<p>1</p>	<p>2</p> <p><b>Capstone Event</b> 0900-1100 by appointment M&amp;FRC</p>	<p>3</p>
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	<p><b>TAP Workshop 0800-1600 Room 120</b></p>		<p><b>First Duty Station - Officer</b> 1330-1430 M&amp;FRC Training Room</p>	<p><b>DOL Employment Track 0800-1600 Room 120</b></p>																																												
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<p><b>January 2023</b></p> <table border="1"> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td> </tr> <tr> <td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td> </tr> <tr> <td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td> </tr> <tr> <td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td> </tr> <tr> <td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td> </tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<p><b>Survivor Benefits Plan &amp; Casualty Assistance Representative</b> Bruce French 505-846-5508 <a href="mailto:bruce.french.1@us.af.mil">bruce.french.1@us.af.mil</a> Connie McCreary 505-853-1703 <a href="mailto:connie.mccreary@us.af.mil">connie.mccreary@us.af.mil</a></p>	<p><b>AMVETS Veterans Service Officer</b> is available 0930-1430 on Fridays to assist service members &amp; retirees with submitting their VA disability claim. Contact the A&amp;FRF for an appointment.</p>	<p><b>377 ABW Retiree Activities Office</b> (505) 846-1536 <a href="mailto:377ABW.CVR.RetireeActivities@us.af.mil">377ABW.CVR.RetireeActivities@us.af.mil</a></p>	<p><b>Military &amp; Family Life Counselors (MFLC)</b> are here to listen. MFLCs are available to help Service Members, Spouses, Family Members, and children. NO RECORDS ARE KEPT (505) 440-2481 * (505) 730-0080 * (505) 415-4027</p>	<p><b>Personal Financial Readiness</b> <b>Ethel Tilley</b> 505-853-1718 <a href="mailto:ethel.tilley@us.af.mil">ethel.tilley@us.af.mil</a></p>	<p><b>EFMP</b> Family Support <b>Tabitha Bush</b> 505-853-1707 <a href="mailto:tabitha.bush.2@us.af.mil">tabitha.bush.2@us.af.mil</a></p>
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			<p><b>M&amp;FRC Resource Center</b> has 9 computers with commercial Internet &amp; CAC readers, printer, scanner, copier, phone, fax, job announcements, handouts &amp; reference materials.</p>	<p><b>VA Benefits Advisor</b> <b>David Casaus</b> 505-853-1707 * <a href="mailto:david.casaus.ctr@vatap.calibresys.com">david.casaus.ctr@vatap.calibresys.com</a></p>	<p><b>Find us on Facebook</b> Kirtland AFB M&amp;FRC</p>																																											



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<p><b>Capstone Event</b>  <b>2 &amp; 16 December 2022, 0900-1100 by appointment</b>  <b>M&amp;FRC</b></p>	<p>Step 4 of the Transition Assistance Program (TAP) is Capstone which must be accomplished not later than 90 days before separation/retirement. Capstone is a one-on-one meeting with M&amp;FRC staff to verify workshop attendance and completion of Career Readiness Standards (CRS) based on Tier. Capstone is complete when the transitioning Service member's commander certifies that the Service member is prepared to transition to civilian life by reviewing and signing the Service member's eForm.</p>
<p><b>TAP Workshop</b>  <b>5-7 December 2022, 0800-1600</b>  <b>Room 120</b></p>	<p>Step 3 of the Transition Assistance Program (TAP) is attending the 3-day TAP Workshop and one or more of the 2-day Transition Tracks. The TAP Workshop helps transitioning Service members prepare for civilian life and meet the mandatory Career Readiness Standards. Initial Counseling and Preseparation Counseling must be completed before attending the TAP Workshop. Spouses are welcome and encouraged to attend. Dress code is casual civilian business attire. Participants should bring their personal laptop to use for workshop activities. Wi-Fi is available in the classroom.</p>
<p><b>First Duty Station-Officer</b>  <b>7 December 2022, 1330-1430</b>  <b>M&amp;FRC Training Room</b></p>	<p>All first duty station officers are required to attend this brief within 90 days of arriving at Kirtland AFB. Participants will learn about personal financial budgets, debt reduction, Thrift Savings Plan, the Air Force Aid Society, and other financial topics to assist themselves and those they supervise.</p>
<p><b>DOL Employment Track</b>  <b>8-9 December 2022, 0800-1600</b>  <b>Room 120</b></p>	<p>Step 3 of the Transition Assistance Program (TAP) is attending the 3-day TAP Workshop and one or more of the 2-day Transition Tracks. The Department of Labor (DOL) Employment Track is a comprehensive 2-day workshop that covers emerging best practices in career employment, including in-depth training to learn interview skills, build effective resumes, and use emerging technology to network and search for employment. Initial Counseling and Preseparation Counseling must be completed before attending this workshop. Spouses are welcome and encouraged to attend. Dress code is casual civilian business attire. Participants should bring their personal laptop to use for workshop activities. Wi-Fi is available in the classroom.</p>
<p><b>Separatee Group Briefing</b>  <i>(Initial Counseling &amp; Preseparation Counseling)</i>  <b>12 December 2022, 0800-1130</b>  <b>Room 120</b></p> <p><b>Retiree Group Briefing</b>  <i>(Initial Counseling, Preseparation Counseling &amp; SBP Mass Briefing)</i>  <b>13 December 2022, 0800-1130</b>  <b>Room 120</b></p>	<p>Step 1 of the Transition Assistance Program (TAP) is Initial Counseling and Step 2 is Preseparation Counseling. TAP is mandatory for all separating/retiring Service members on Title 10 orders for 180 or more consecutive days. Service members should start TAP up to 18 months before separation or up to 24 months before retirement. Both Initial Counseling and Preseparation Counseling must be accomplished not less than 365 days before separation or retirement. Spouses are welcome and encouraged to attend.</p> <p>Before attending Initial Counseling, the Self-Assessment and Individual Transition Plan (ITP) must be completed and returned to the M&amp;FRC at least 2 business days before attending Initial Counseling.</p> <p>Preseparation Counseling ensures Service members are informed of the services and benefits available to assist them and their families with the transition to civilian life. Spouses are welcome and encouraged to attend.</p>
<p><b>Ditching the Dorms</b>  <b>13 December 2022, 1330-1430</b>  <b>M&amp;FRC Training Room</b></p>	<p>This class helps Airmen financially prepare for the cost of moving into their own place. Discussion includes financial readiness, initial costs, renter's insurance, and the importance of emergency savings for unexpected costs.</p>
<p><b>Newcomers Welcome</b>  <b>14 December 2022, 0745-1100</b>  <b>Room 120</b></p>	<p>This event is for personnel new to Kirtland AFB to accomplish required briefings and receive essential information from key agencies. Speakers include Base Leadership, SARC, Safety Office, Base Emergency Preparedness Office, IG Office, OSI, 377 SFS, Environmental Office, Public Affairs, Chaplain Corps, Casualty Assistance, Voting Assistance, and M&amp;FRC. Spouses are welcome and encouraged to attend.</p> <p><b>30 Leadership Pathways Points (Awarded for Family Members Only)</b></p>
<p><b>Hiring Event</b>  <b>16 December 2022, 0830-1200</b>  <b>Room 120</b></p>	<p>Looking to change careers? Are you searching for that dream job? Dress for success and bring multiple copies of your resume for the federal and private sector employers. This event is FREE and open to all Active Duty, Guard, Reserve, Retirees, DoD Civilians, and family members.</p>
<p><b>Children's Christmas Party for Hearts Apart, EFMP, AF Families Forever, and Wounded Warrior</b>  <b>17 December 2022, 1100-1400</b>  <b>Kirtland Lanes Bowling Center</b></p>	<p>Family members of currently deployed service members, service members who have returned from deployment in the past 12 months and their family members, EFMP families, AF Families Forever and Wounded Warrior service members and their family members are invited to attend the Children's Holiday Party at the Kirtland Lanes Bowling Center. Santa will visit and give out goodie bags.</p>
<p><b>Ten Steps To A Federal Job</b>  <b>21 December 2022, 0800-1200</b>  <b>M&amp;FRC Training Room</b></p>	<p>Interested in federal employment? Frustrated by non-referrals on USAJobs.gov? Learn how to successfully navigate USAJOBS.gov and how to match your resume to the job announcement. Ten Steps To A Federal Job will be offered by a certified Federal Career Coach at The Airman &amp; Family Readiness Flight.</p> <p><b>40 Leadership Pathways Points</b></p>