



## Did You Know? Transition Coordinators

**Did you know that Transition Coordinators (TCs) assist Warrior Transition Unit (WTU) Soldiers with career and education goals according to their selected career path? The TC focuses on the career domain of the Soldier's Comprehensive Transition Plan (CTP).**

### **Who is the Transition Coordinator (TC)?**

The Transition Coordinator (TC) is a member of the WTU Cadre who integrates Career and Education Readiness (CER) activities for all eligible WTU Soldiers. The TC's role is to manage the unit CER program and ensure all eligible Soldiers engage in activities according to their transition track and career goals.

### **What are the TC's responsibilities?**

The TC's responsibilities include:

- Supporting work site opportunities on and off the installation
- Providing access and referrals to Army education counselors, Veterans Affairs (VA) and Vocational Rehabilitation and Employment (VR&E) counselors, Disabled Veterans Outreach Program (DVOP) coordinators, Local Veterans Employment Representatives (LVER) and other government and community support organizations

- Coordinating and working closely with Occupational Therapist (OT) staff and the Career Counselor (CC) to select appropriate CER activities aligned with the Soldier's CTP track, anticipated final medical disposition and career goals
- Assisting the Soldier in developing and refining their CER plan

### **How does the TC help WTU Soldiers?**

The TC helps WTU Soldiers with CER activities according to the Soldier's career and education goals such as:

- Internships
- Training
- Remain in the Army Work Assignments (RIAWA)
- Education programs (including bachelor's and master's degree programs)

### **After the initial meeting, when does the TC meet with Soldiers?**

The TC is available to meet with Soldiers by walk-in or by appointment. Soldiers should ask their TCs how often they should follow up.

### **What is the difference between a Transition Coordinator and a Career Counselor?**

The Transition Coordinator is a civilian that focuses primarily on post-Army career paths. The Career Counselor is a Soldier that provides Army-specific career counseling and reenlistment opportunities throughout a Soldier's military career.

**Warrior Care and Transition (WCT) Career and Education Readiness Branch**

**Online:** <http://www.WCT.army.mil/Cadre/index.html>

**Email:** [usarmy.pentagon.medcom-wct.mbx.career-education-readiness-](mailto:usarmy.pentagon.medcom-wct.mbx.career-education-readiness-)

## Who is the TC for my WTU?

If you are unsure who your Transition Coordinator is, contact your Squad Leader. Each WTU has a full time TC, as well as a BN or BDETC. In many units, there are additional TCs assigned at the company level.

## How does the TC help with in-processing?

During in-processing, the TC:

- Meets with each Soldier during the first 30 days and explains the CER process
- Advises Soldiers on the opportunities and benefits of the CER program
- Refers Soldiers and Families to the SFAC, Social Security Administration, Military OneSource or government or community support resources
- Refers Soldiers to Transition/CER support networks such as Vocational Rehabilitation and Employment (VR&E), Operation Warfighter (OWF) and Department of Defense (DOD) Education & Employment Initiative (E2I)

## What career paths are available?

Career paths include:

- Employment
- Education
- Technical Training
- Entrepreneurship
- Remain in the Army, in the same or different Military Occupational Specialty (MOS)

## How does the TC help with internships?

For internships, the TC will:

- Set expectations with Cadre regarding the purpose of internships
- Provide periodic reports to the Commander on internship participation rate
- Work directly with the Soldier to identify internship interests, coordinate placement and complete required paperwork
- Coordinate resume completion with the Soldier for Life - Transition Assistance Program (SFL-TAP) or other certified résumé-writing workshop
- Collaborate with the Occupational Therapist (OT) to understand Soldier's CER eligibility, worksite limitations, work development and progress.
- Communicate worksite concerns, address and resolve performance issues and share monthly evaluations with the Squad Leader.

## What are some examples of CER Activities?

Your TC will provide a Table of Required and Recommended Transition Activities. Some activities are required for all Soldiers such as attending SFL-TAP pre-separation counseling and attending two VA benefits briefings. Some activities are recommended for all Soldiers such as scheduling a visit to the area where you plan to live and considering transferring Post 9/11 GI Bill Benefits to dependents. Finally, some activities are required or recommended depending on a Soldier's selected career path.

WCT's mission is to develop, coordinate and integrate the Army's Warrior Care and Transition Program (WCTP) for wounded, ill and injured Soldiers, Veterans and their Families and Caregivers. For more information on WCT, visit the WCT website, [www.WCT.army.mil](http://www.WCT.army.mil), follow on Twitter at <http://twitter.com/armyWCT> or join Facebook at <http://facebook.com/armyWCT>.

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