

# MILITARY CAREER SKILLS PROGRAM



**Leadership ★ Teamwork ★ Respect ★ Integrity  
★ Dedication ★ Performance Under Pressure**



**Train to hire a transitioning Service Member:**

**★ For up to 4 months ★ At no cost to you ★ At your location**

**Your Business:**

- » Provides internship
- » Teaches new job skills
- » Prepares next new hire

**Military Member:**

- » Gets paid to learn
- » Learns new job skills
- » Continuous employment

**Contact the Career Skills Program Coordinator to find out how YOU can work with a transitioning Service Member!**

**don.hutchings@dhewd.mo.gov**

★ ★ ★ ★ ★  
**jobs.mo.gov**

**816-805-1369**

★ ★ ★ ★ ★  
**dhewd.mo.gov**



For additional information about Missouri Office of Workforce Development services, contact a Missouri Job Center near you. Locations and additional information are available at [jobs.mo.gov](http://jobs.mo.gov) or 1-888-728-JOBS (5627). The Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services at 711. This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the contracting agency and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it. Internal use by an organization and/or personal use by a non-commercial purposes is permissible. All other uses require the prior authorization of the copyright owner.

DWD-CSP-01 (02-2020)

## MILITARY CAREER SKILLS PROGRAM



*ENSURING THE LIFELONG SUCCESS OF OUR SERVICE MEMBERS AND THEIR FAMILIES*

Provide a transitioning Service Member  
the opportunity to gain valuable skills  
and move into a highly-skilled,  
high-demand job...at NO COST to you!



As an Employer you will be expected to:

- » Provide a course of study and performance requirements that Service Members will meet.
- » Teach job responsibilities, new skills and practices specific to your business or industry with the intent of hiring the Service Member at the end of the program.
- » Keep daily attendance and hours worked for the Service Member and provide performance feedback to the CSP Coordinator each week. *(Service Members should work no more than 40 hours in any work week.)*



Gain early access to highly skilled  
Service Members as prospective employees  
before they enter the civilian workforce.

*The Career Skills Program is a cooperative effort of the U. S. Army Garrison,  
Fort Leonard Wood and the Missouri Office of Workforce Development.*