



JBPHH Military & Family Support Center

2026 Transition Assistance Program (TAP) & Employment Workshops/Events

(808) 474-1999

MFSC_TAP_Team@us.navy.mil



LOCATIONS: Moanalua (Main): 4827 Bougainville Dr. Honolulu. | Hickam (Satellite): 655 Vickers Ave. Hickam Bldg 1105

Suggested Timeline to Begin TAP: Separation (15-18 months) | Retirement (18-24 months)

TAP Mandatory Steps - IN ORDER:

Step #1: Initial Counseling (IC) - Contact Branch-Specific POC

Step #2: Pre-Separation Counseling (PSC) - 3-HR BRIEF

Step #3: TAP Classes & Tier Requirements --> Refer to Checklist

Step #4: Capstone - Walk-in Basis. Choose Date & Session.

Branch-Specific POC: USN=CCC/NC | USAF/USSF=MFSC Counselor --> POC will register SM for PSC, TAP and Tracks.

Pre-Separation Counseling (PSC): All Sessions 0900 - 1200 | Locations Differ

Initial Counseling Required - MUST Complete PSC Prior to Attending TAP Class.

MOANALUA:	13 AUG 26 AUG 09 SEP 23 SEP 08 OCT 21 OCT 05 NOV 18 NOV 03 DEC 16 DEC
VIRTUAL:	12 AUG 10 SEP 07 OCT 04 NOV 02 DEC
HICKAM:	27 AUG 24 SEP 22 OCT 19 NOV 17 DEC

3-Day TAP Classes: Main Moanalua Location | 0800-1600 Mon-Wed

SEPARATION 3-DAY TAP: Less than 20 YEARS. Not retiring

10-12 AUG | 31 AUG - 02 SEP | 14-16 SEP | 28-30 SEP | 05-07 OCT | 19-21 OCT | 02-04 NOV

23-25 NOV | 30 NOV - 02 DEC | 07-09 DEC | 14-16 DEC | 21-23 DEC | 28-30 DEC

RETIREMENT 3-DAY TAP: 20 - 20+ Year / Medical Board

14-16 SEP | 05-07 OCT | 02-04 NOV | 07-09 DEC

EXECUTIVE 3-DAY TAP: O-5+, W-5, E-9 | One per person. Register 4 - 6 months in advance.

21-23 SEP | 16-18 NOV

2-Day TAP Track Classes: Main Moanalua Location | Thu-Fri See Hours Specified.

DOL EMPLOYMENT WORKSHOP: 0800-1600

20-21 AUG | 17-18 SEP | 08-09 OCT | 05-06 NOV | 17-18 DEC

MANAGING YOUR (MY) EDUCATION: 0800-1600

27-28 AUG | 24-25 SEP | 22-23 OCT | 19-20 NOV | 17-18 DEC

ENTREPRENEURSHIP - BOOTS 2 BUSINESS (B2B): 0900-1600

06-07 AUG | 03-04 SEP | 01-02 OCT | 19-20 NOV | 10-11 DEC

VOCATIONAL-CAREER & CREDENTIALING EXPLORATION (C2E): 0800-1600

17-18 SEP | 12-13 NOV

All Classes and Events Below Are Open For Walk-Ins. No Registration Required.

CAPSTONE EVENTS : Must be between 1 year and 90 days from discharge date. | Walk-in Basis

Session: 0800 & 1000. Sign-in 30 min early. Checklist clarifies requirements according to Tier level.

Main Moanalua	19 AUG 20 AUG 02 SEP 03 SEP 16 SEP 17 SEP 30 SEP 01 OCT 14 OCT 15 OCT 28 OCT 29 OCT 12 NOV 25 NOV 09 DEC 10 DEC 23 DEC
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CCC/NC REFRESHER COURSE

MAIN MOANALUA LOCATION - 1300-1500

20 OCT

USAF/USSF WALK-IN INITIAL COUNSELING: MOANALUA LOCATION 1200 - 1530 (Must be within one year of discharge)

08 SEP | 13 OCT | 10 NOV | 08 DEC

EMPLOYMENT CLASSES ON OPPOSITE/NEXT PAGE

Updated 9/11/2026



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WALK-INS WELCOME. (IP): In Main MFSC Building
CLASS TIMES --> (AM): 0900 - 1100 | (PM): 1300 - 1500

ACING THE INTERVIEW

The resume got you the interview, but interview skills are key to landing the job! From interview techniques to answering questions and avoiding common pitfalls, this class will help you prepare for any scenario. Individual appointments for interview assistance are encouraged.

02 OCT - AM (IP) | 02 NOV - PM (IP)

FEDERAL EMPLOYMENT: USAJOBS

This class focuses on the details and language found in the federal hiring process and USAJobs. We'll help you to understand the different preferences and hiring authorities as well as the application process. Please see Resume Writing Workshop, schedule an appointment, and/or email for resume assistance.

20 OCT - EV (IP) | 04 NOV - AM (IP) | 03 DEC - PM (IP)

INTRO TO RESUME WRITING

Your resume is your personal advertisement. Learn how to highlight yourself. We will cover each resume element in depth and give you practical tips for making yours stand out. Both civilian and federal resumes are discussed. Individual resume assistance available at end of class (time permitting) or via appointment or email.

05 OCT - PM (IP) | 02 DEC - AM (IP)

NAVIGATING HIGHER EDUCATION (NHE)

Explore aspects of choosing the right school and major, understand accreditation, and discover financing options tailored to your needs. This course, will empower you with knowledge needed to step towards advancing your education and career. We'll also set aside time to focus on helping you specifically with the FAFSA process, navigating your college applications, and brushing up your admissions essays. Bring your laptop, materials, and questions. We'll devote our time to helping you get these tasks handled so you can get into the school of your choice.

21 AUG - PM (IP) | 23 NOV - AM (IP)

NETWORKING & LINKEDIN

Participants will learn how networking can benefit you before, during, and after your employment search. You'll then how to optimize your professional LinkedIn profile.

29 OCT - PM (IP) | 14 DEC - AM (IP)

SALARY NEGOTIATIONS

Arm yourself with knowledge and data-backed research so you can handle negotiations with confidence and clarity. We'll help you find necessary information and clarify the process.

09 OCT - EV (IP) | 09 NOV - AM (IP) | 29 DEC - PM (IP)

SCHEDULE SUBJECT TO CHANGE. SCAN QR CODE ABOVE OR EMAIL FOR VERIFICATION. Updated 9/11/2026