



## Military Spouse Preference Explained

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By Kristen Geist -Hodgkins,  
ACS Employment Readiness  
Program Manager



Federal employment for Military Spouses is often a desired goal, and it is the goal of the Army Community Service Employment Readiness Program (ACS ERP) staff to assist individuals in understanding the application process including developing a federal résumé.

Applying for federal positions is a detailed process that begins first with establishing eligibility and second creating a proper federal résumé. Thanks to a "Ten Steps to a Federal Job" certification that each ACS ERP team member has completed, the Fort Campbell ACS ERP staff are certified and licensed as Certified Federal Job Search Trainers and Certified Federal Career Coaches advise job seekers on federal employment.

A portion of that training and coaching includes informing military spouses about Military Spouse Preference (MSP), explaining eligibility and assistance with creating a correctly formatted résumé.

MSP guidelines require that a Spouse be married to the service member prior to reporting to the new duty station and be included in those orders as well.

Military Spouse Preference (MSP), also includes a Non-Competitive Hiring Authority, Executive Order 13473. An individual is eligible for this hiring category if he/she is a spouse of a member of the Army Forces serving on active duty, who has permanent change of station (PCS) orders. The spouse must PCS (relocate) with the service member to the new duty station. Orders to a different unit within the same post does not qualify as a PCS move.

Documentation required for this Executive Order 13473 includes the PCS Orders authorizing the spouse to accompany the service member (stating: Dependents: YES), as well as the marriage certificate or license. The marriage

certificate/license is required to show that the couple was married prior to the PCS. Spouses who marry a service member already stationed at Fort Campbell are not eligible for this preference.

Additionally, the spouse must live within the geographic area specified in the PCS Orders. Here, that does include the Nashville area which people can reasonably be expected to travel daily to and from work. Registering for Nashville opportunities is an option, not a requirement.

This hiring authority is what allows the eligible spouse to apply and obtain jobs on usajobs.gov under the Military Spouse category.

One permanent appointment to a federal position under the Military Spouse Preference Program is authorized per PCS. If an individual is offered and takes a term position they can continue to apply for permanent positions using their MSP throughout the duration of their time at that installation.

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# Military Spouse Preference Explained

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There is no registration process for Executive Order 13473, but the eligible spouse must upload the supporting documentation (PCS Orders and marriage certificate) at the time of application in order to receive consideration.

The DoD Program S, commonly referred to as the Priority Placement Program (PPP), is another avenue for some military spouses to receive priority consideration for certain federal civilian positions. PPP requires the eligible spouse complete a registration process.

In order to register for PPP, an eligible spouse must have a federal résumé completed.

Army Community Service Employment Readiness Program (ACS ERP) offers a USAJOBS Prep! Military Spouse class monthly, usually on the fourth Tuesday of the month.

The ACS ERP team is also available to meet with spouses one on one to provide résumé assistance.

Once the résumé is complete, the spouse will schedule an appointment with the Civilian Personnel Advisory Center Human Resources (CPAC HR) staff, who will determine what types of federal jobs (series) the individual is qualified for (per federal guidelines).

An eligible spouse may register 30 days before the service member's reporting date or immediately upon arrival at new duty station.

Even if the individual registers at the losing station, he/she will still need to report to the gaining station CPAC HR.

The above information is MSP, Executive Order 13473, and PPP covered in a nutshell, but there are many other factors that come into play with navigating the USAJOBS website. In addition to eligibility determinations, qualifications, developing a targeted federal résumé, and application procedures are also vital to the overall process.

Therefore, we recommend utilizing the services offered by the ACS Employment Readiness Program to assist in the process.

For additional information, please contact the ACS ERP team at 270.798.4412 for assistance.

**ARMY COMMUNITY SERVICE**  
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## Employment Readiness Program

*Where Career Success Begins*

Contact your local ACS Office  
for more information.

**JOB SEARCH ASSISTANCE • CAREER RESOURCES • REFERRAL SERVICES • TRAINING OPPORTUNITIES**



# Teaching Our Children about Money

By Gary Swalve,  
ACS Personal Finance Specialist



If you are a parent, you are responsible for teaching your children about many things; from how to tie their shoes to how to get into the best college. I know we spend years teaching skills to our children that prepare them to be independent. We naturally emphasize those skills that we know a lot about or feel we know a lot about. But what about those things we don't know a lot about or even hate to do ourselves, like managing our finances?

Balancing the checkbook, doing the monthly budget, paying the bills, and reviewing our insurance policies are not things that we all look forward to but we know they must be done.

The fact is teaching our children how to manage money is one of the most important skills we can pass on to them. We can use three methods for teaching them how to handle money: communication, example, and application.

**Communication:** Teach your children verbally principles of money management. When I taught my boys how to play baseball, I started out by telling them about it. Why it is important to use two hands when catching a fly ball or when is the best time to steal second base. Likewise we should tell our children why it is important to balance their bank account, plan their spending, and save for future needs.

**Example:** We should practice what we preach. But we can also teach a lot from our mistakes. I taught some good lessons to my kids about the mistakes I have made with money, and when they see how I have corrected these mistakes and the positive impact, it makes the lesson learned much deeper.

**Application:** Kids should be given the opportunity to manage their own money. Some parents give an allowance or some may call it a commission for chores they do around the house. The point is when it is their money that they earned it makes a different impact than when it is your money you have earned. When they do well, be ready to praise them and when they make mistakes, make that loving correction.

**Age Appropriate Techniques:** One can start teaching at ages as young as 5 years old. At this age they are very visual in their learning so a clear plastic container is a good way for them to see the money they have saved. Once they get a little older, ages 5 – 12 using envelopes to categorize the money in to different purposes is a good

technique.

One example is using 3 envelopes, one for saving, one for spending and one for giving. Breaking the amounts into percentages helps also, for example, 80 Percent is for spending, 10 percent for saving and 10 percent for giving. Once they get into their teens years opening up a savings and checking account and teaching the fine art of balancing a checkbook is appropriate.

**Conclusion:** Being a parent is important work. There is so much to teach our children that cannot be left up to our school systems. If we teach them to handle money responsibly we have taught them a skill that will benefit them throughout their lives, even more than a large inheritance.

It will also teach them to teach their children. Thus, leaving a legacy for generations to come. For information and advice, call us at ACS Financial Readiness at 270-798-5518.



# AFTB Offers Professional Development Classes



**By Alexander Krohn**  
ACS Specialist

When people hear the acronym AFTB they think of classes designed towards new military spouses to help them understand Army life. However, Army Family Team Building (AFTB) offers so much more.

There are three training courses that are offered to Soldiers, military retirees, Department of the Army Civilians and Families.

The first is the Briefer Trainer Course (BTC) and helps you to sharpen your briefing skills through knowing your audience, being organized and putting your briefing in logical order to maximize its impact.

BTC is great for people that want to enhance their public speaking skills and be more comfortable speaking in public.

The second course is the Facilitator Trainer Course (FTC) where you will learn the different personality styles in a group and how to effectively handle them, how to get a group to reach a consensus on a deci-

sion and how to maximize participation from group members.

FTC is useful for FRG Leaders, small group leaders and others that work in teams that need to create best solutions.

The third course is the Instructor Trainer Course (ITC) and it covers how to be effective on the platform, the different adult learning types, how to effectively prepare to teach a class and logistical considerations to help students learn.

ITC is designed for people who teach ACS classes but it is also good for anyone who designs training for others.

These classes are offered approximately every two months at Army Community Service, 2601 Indiana Avenue. Childcare is provided by ACS as long as the child(ren) are eligible and registered with Child and Youth Service (CYS).

If you are interested in signing up for a class or would like more information give Fort Campbell Army Family Team Building a call at (270)798-4800 or email us at [ftcampbellaftb@gmail.com](mailto:ftcampbellaftb@gmail.com).

## Upcoming AFTB Trainer Courses:

### BTC:

To be announced-  
contact if interested

### FTC:

February 13-14  
9 a.m.—3 p.m.

### ITC:

January 29-31  
9 a.m.—3 p.m.

March 19-21  
9 a.m.—3 p.m.

To reserve your seat, contact  
AFTB at 270-798-4800.



**Instructor Amy Sexton**  
during an AFTB training course



# Using Family Meetings to Resolve Conflicts

Contributed By  
Harold Owens, ACS EFMP  
Social Services Representative

Source: Military OneSource  
[www.Militaryonesource.mil/phases-family-life/phases-family-life?content\\_id=266717](http://www.Militaryonesource.mil/phases-family-life/phases-family-life?content_id=266717)

The goal of a family meeting is to try to resolve disagreements by reaching a consensus without a formal vote that can create hard feelings between winners and losers. Instead, look for compromises or solutions that everybody can live with.

**Brainstorm** – All family members can suggest solutions to the problem. Entertain even the ideas of young children so they feel involved and they know you're listening. Be flexible and willing to consider any good idea even if it wasn't yours.

**Discuss all of the suggestions -** Consider all options your family came up with during brainstorming and-as politely as possible-decide which are realistic.

If you can't find a solution that everybody likes, go over all the options together and pick one you can try out for a certain period, say, two weeks. Then talk about the results of the trial at your next family meeting and make any needed changes.

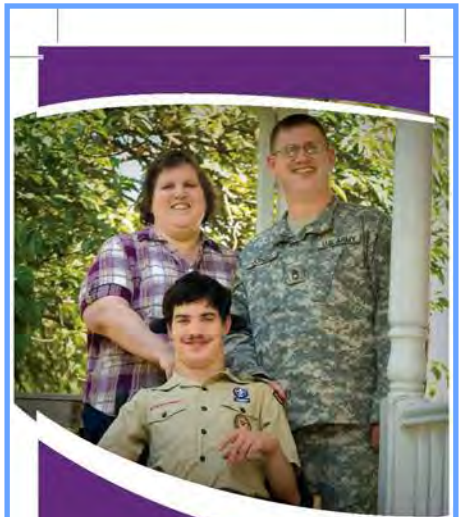
**Remember that some issues are not negotiable** – If, for example, your son says he doesn't want to wear his bike helmet, make it clear that your family doesn't compromise on safety issues. Let children know up front which decisions are not negotiable and be consistent with those decisions.

Structured communication, like family meetings, can seem awkward at first but they'll get easier with time.

When you hold family meetings, you aren't just solving day-to-day problems; you're showing children how to work out their differences in a calm and responsible way.

Both regular structured and casual communication with your children at any age can remind them that you are available to listen and that you genuinely care about what is going on in their lives.

For information on the ACS Exceptional Family Member Program, contact 270-798-2727.



## DEPARTMENT OF THE ARMY EXCEPTIONAL FAMILY MEMBER PROGRAM

The Exceptional Family Member Program (EFMP) is a comprehensive, coordinated multi-agency program which provides community support as well as housing, medical, educational and personnel services to Families with special needs.



# Family Traditions with FAP



By Twanna Ivey  
ACS Victim Advocate  
ACS Family Advocacy Program

Holidays are a great time to connect with loved ones. For many, the holidays are spent gathering with Family and sharing old stories while making new memories. Military Families are often limited in the amount of time they are allowed to spend with extended Family members.

Therefore, it is important that they establish "Family" connections at their current duty station and make new traditions. Here are a few New Years' Family traditions shared by members of our team.

"I normally go out for dinner and then bring the New Year in with Watch Night Service. I used to go shopping on New Year's Day, but too many people caught on to that. I don't make resolutions. I just try to be a better person".

Tabitha Winston

"We usually have a glass of wine and watch the ball drop. My resolutions normally don't last past February so I don't make them anymore".

Deanna Carter

"We watch the ball drop and spend time with Family. Sometimes we do the midnight bowling. My resolutions are usually about being healthy".

Aubry Havens

"Every year we have pork loin and black-eye peas since they represent good luck. I always break resolutions so I don't set them anymore.

Michelle Ashby

"Each year I attend watch night service and our Family has black-eye peas for New Year's. We don't do anything special, just spend time with Family. I don't make resolutions.

Erika Keesee-Williams

"We normally attend a New Year's Eve party and spend the next day resting or watching a game. I used to make resolutions, but it never works."

George Sloan



## Tips to Start the New Year

As you can see from the responses, Family time is a common theme. The new year is a great time for you to plan traditions and start making local connections. There are many things you can do to accomplish these goals. Here are a few ideas:

Enjoy the big game with Family and friends. Throw a Superbowl party and ask everyone to wear their favorite team's jersey. Get out and get active together. Participate in local walks and 5k

runs. Put spice back in your marriage and go on weekly date nights with your spouse. Spend time with each individual child doing something that he or she enjoys.

Establish dinner routines such as "Meatloaf Mondays" or "Taco Tuesdays". Participate in monthly get-togethers with neighbors. Whether big or small, plan monthly Family outings or activities.

Take Family photos throughout the year and use them for holiday and birthday cards. Hold Family meetings to discuss expectations, travel plans, and recognize positive behavior.

Set goals to have dinner together a few times each week. Enjoy backyard camping with the kids. Early morning first day of school breakfast: have a special breakfast with them to discuss concerns and expectations.

Volunteer in the community as a Family unit to teach kids the importance of giving back. Cooking with the kiddos: pass on Family recipes or try new ones while making lasting memories.

Remember that traditions and activities do not have to be expensive or anything big. The important thing is spend time connecting with loved ones. Ask yourself, "What do I want him/her or them to remember about me?"

Now go and build that memory.

**Happy New Year from the ACS  
Family Advocacy Program!**



The ACS Connection newsletter is a quarterly publication of Army Community Service and is intended to inform the Fort Campbell Community.

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Publisher Karen R. Milner, ACS Chief

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Suggestions or comments are always welcome.

Send correspondence to:  
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Fort Campbell, KY 42223  
or email:  
acsoutreach@  
fortcampbellmwr.com

Dates and times published are subject to change, please call respective programs for date and time of events.

23 December 2017



**Army Community Service provides services to our Military Families all year round. The following programs are available to address the needs of the Fort Campbell community.**

**In the main Army Community Service building at 2601 Indiana Avenue, you will find:**

Information & Referral	270-798-9322
ACS Volunteer Program	270-798-2063
Army Family Action Plan (AFAP)	270-956-2934
Army Family Team Building (AFTB)	270-798-4800
Army Volunteer Corps (AVC)	270-956-2934
Employment Readiness Program (ERP)	270-798-4412
Exceptional Family Member Program (EFMP)	270-798-2727
Family Advocacy Program (FAP)	270-412-5500
Financial Readiness Program (FRP)	270-798-5518
Military Family Life Counselors (MFLC)	270-205-1917
Outreach Program	270-798-2062
Relocation Readiness Program	270-798-6313
Resilience Training (RT)	270-798-2062/956-2934
Sexual Harassment/Assault Response & Prevention (SHARP)	270-798-6383

**In the Family Resource Center (FRC) at 1501 William C. Lee Road, you will find:**

Information & Referral	270-956-2935
Mobilization/Deployment (Mob/Dep)	270-798-3849

**At 2433 Indiana Avenue, you will find:**

Soldier & Family Assistance Center (SFAC)	270-412-6000
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**At 5001 Screaming Eagle Drive, you will find:**

Survivor Outreach Services (SOS)	270-798-0272/0277
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### *Meet Our New ACS Chief!*

Fort Campbell Army Community Service (ACS) is very pleased to introduce you to our new ACS Chief, Karen R. Milner.

Ms. Milner is very familiar with military life and the Fort Campbell community. She served more than seven years on active duty in the Army. She has also held positions as a Military Personnel Specialist at Fort Hood and as the Directorate of Human Resources (DHR) Business Manager and then Director of the Army Substance Abuse Program (ASAP) on Fort Campbell. She participated in and returned to teach the DOD Executive Leadership Development Program.

We look forward to working with her to continue our quality efforts to serve our community. Welcome Ms. Milner!

