## TRAINING INFORMATION

Training/Programs	Description	Links
Civilian Leadership Development	Volunteer program to enhance	https://www.hqmc.marines.mil/hrom/Organization-
Program (CLDP)	your leadership skills	Workforce/Civilian-Leadership-Development-
		Program/
HROM Sponsored Training	Outstanding performance, high	https://www.hqmc.marines.mil/hrom/Sponsored-
	morale and increased employee	<u>Training/Course-162/</u>
Specific, Measurable, Aligned,	job satisfaction begin with a	
Relevant, and Timed (SMART)	clear understanding of goals and	
Objectives	expectations. SMART (specific,	
	measurable, aligned, relevant	
(July and Aug 2018 dates)	and timed) performance	
	objectives are an excellent tool	
	to achieve these organizational	
	goals. This 3-hour, hands-on	
	briefing, will provide	
	participants both supervisors,	
M	and employees.	1
Mentoring Program	Professional development	https://www.hqmc.marines.mil/hrom/Organization-
	program to enhance Learning	Workforce/Mentoring-Program/
Academic Degree Program	Tuition assistance program for	https://www.hqmc.marines.mil/hrom/Organization-
	those active CLDP participants	Workforce/Civilian-Leadership-Development-
		Program/ADP/