

TECOM CONNECTION NEWSLETTER



A NEWSLETTER FOR THE TECOM WORKFORCE

IN HONOR OF GEORGE H. W. BUSH (41ST PRESIDENT OF THE UNITED STATES)



MCBQ COMMSTRAT Photos from left to right (Cpl Brian Domzalski, SSgt Melissa Marnell, Kathy Reesey, LCpl Donte Busker)

HAPPY HOLIDAYS!
DECEMBER 2018

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Letter from Terra Eidinger, Editor

“Give the Gift of Honor, Service, Gratitude and Assistance”

Greetings,

Happy 3rd Anniversary to the TECOM Connection newsletter! This newsletter is successful because of all of you. I know your time is valuable while working at this wonderful Marine Corps command. Our first edition started in December 2015 to present and it has been a continuous work of progress that I enjoy as Creator/Editor (humanizing the total workforce). Please continue to encourage others to participate as we continue to move forward. My objective in 2019 is to incorporate more military and federal service features. As the year ends, let's consider shifting our professional mindset to a more positive lens. Give the gift of honor, service, gratitude and assistance this holiday season and throughout the year.

Honor/Service. According to (former) President George H.W. Bush, “There could be no definition of a successful life that does not include service to others. Find something to do. Get off the bench. Don't sit their whining, sucking your thumb, get in the game.” (*At a 2011 ceremony to honor former President Ronald Reagan with the George Bush Award for Excellence in Public Service*). If you and your family are looking for an annual tradition to commemorate the sacrifice of our fallen service members and their families, consider this national event - “Wreaths Across America” (<https://www.wreathscrossamerica.org/>). Personally speaking, my daughter and I participated this year at Quantico National Cemetery on December 15, 2018. It's essential we teach our children honor and respect (rain or shine) throughout the year. My daughter and I also sponsored a wreath that went to Arlington National Cemetery and an All-American Patriot Wreath for our home.

Gratitude. Late in the first quarter, MajGen Mullen threw a pass in the right flat to SgtMaj Grigsby at the line of scrimmage against the “The Enemies of Adaptability”. Listen Up. Listen Up. Put the ball down at the 46-and-a half and let's measure. Replay - coffee and lunch events (total workforce), beautification events (recurring), TECOM Ball, Wreath-Laying Ceremony and the new quarterly CG Quarterly Letter all while significantly traveling. No fumble. Consistent transformational plays. Now the officials (Command & SME's) huddled in the field for the first –ever interactive Town Hall—TOUCHDOWN! Just saying...if you looking for more snowball effect plays you can run with this high-performing team consider participating in FY19 events. Moreover, I'm proud to work for TECOM an organization that espouses work-life balance and offers programs/incentives such as telework, health and wellness, federal holidays, and the occasional 59mins granted. These benefits translate into healthier employees and families, thank you TECOM!

Assistance. Are you feeling stressed with all of the before and after holiday hype? Consider giving to others. I understand many of us have our own set of challenges but every bit helps. Please do not limit yourself to people you know. There is a tremendous amount of assistance needed locally and throughout the world. My article, *Helping Others: Open-Hand or Closed-Fist?* (pages 5-6) discusses the reality of the close proximity of need just outside the gates of Quantico Marine Base. I hope this article inspires you to give assistance to others and pay it forward.

Wishing you a holiday season filled with gratitude and giving!

Terra Eidinger



My daughter, Zoie saying the veteran name and wreath-laying at Quantico National cemetery.

WWI Centennial Commemoration Wreath-Laying Ceremony



In remembrance of those who served in WWI, Training and Education Command (TECOM) hosted a tolling of bells on 11 November 2018. The tolling of bells is a traditional expression of honor and remembrance and “Bells of Peace” is a national event to honor the 116,516 Americans who gave their life, and over 200,000 who were wounded in the Great War.

TECOM/TRNG CMD JOINT BIRTHDAY BALL



Guest of Honor

Alfred M. Gray Jr (Twenty-Ninth Commandant of the US Marine Corps (1987-1991)

MCBQ COMMSTRAT Photo by LCpl Paige Verry



HELPING OTHERS: OPEN HAND OR CLOSED FIST?

ONE-ON-ONE INTERVIEW
CEO OF ACTION IN COMMUNITY THROUGH SERVICE (ACTS)
BY TERRA EIDINGER



Editor's Note: This article was inspired one day after departing my waterfront/golf neighborhood. As I drove through Main Street Dumfries, VA I noticed the sign ACTION in Community Service (ACTS). I realized even more how blessed I am despite any challenges that thousands of people are experiencing at this very moment. As we celebrate the holidays, please do not forget that these people are our neighbors too and assistance is needed. Please read this one-on-one interview with the CEO, Steve Liga. ACTS is located just 5 miles outside of Quantico Marine Base. For more information, please check out the website: <https://www.actspwc.org/> (Photo featured is Steve Liga with a volunteer preparing food a family of four to six)

TE: How would you describe Action in Community Through Service, or ACTS as you are best known in the community, in two sentences or less?

SL: The mission of ACTS is that we exist to foster hope, provide relief, and promote self-sufficiency for our Greater Prince William Area neighbors in crisis. We are determined to create a community where no one goes without or suffers alone.

TE: Can you tell me about the day-to-day responsibilities as CEO? What experiences best prepared you for your job?

SL: I represent ACTS in public, task forces, boards, strategic planning, funding, and writing grants proposals and developing new services. My personal experience during my childhood has prepared me for this job. My father was unemployed or underemployed for almost five years. Our family was only able to make ends meet through the kindness and charity of others. So, yes I have first-hand knowledge of what it feels like when assistance is needed.

TE: Describe the culture of ACTS?

SL: Open, welcoming friendly place. Everyone feels like they should be here. People love what they do, and we truly like each other. Clients come to us when something negative has happened to them. Our goal is to provide hope and give help and the tools to assist people getting back on their feet. People come broken and we want them to leave whole again. While we're not faith-based, we are most certainly faith-filled.

TE: What's the most challenging part of your job?

SL: Funding, as half of our budget is donations. Serving so many on so little is a constant challenge. From July 2017 to June 2018, we estimated over 80,000 people received assistance. There is a lot of need in this community just under the surface. People may not know if their neighbors need assistance. Just one tragic life situation can really change your life.

TE: Do you have military members and families that seek assistance?

SL: Absolutely. The main reason is due to the stigma associated with seeking assistance within the workplace. There is no judgement here. Information is only tracked internally in order to help folks better.

TE: What kind of problems do you face on a day-to-day basis?

SL: There is always some crisis to deal with, but the large number of suicide calls to our 24/7 Helpline are some of the most difficult.

TE: What makes ACTS distinct from the other community service centers?

SL: Simply put, we're grounded here in our community. We've been in business for 50 years and provide more than immediate service. We strive for long-term change. Furthermore, a significant number of our staff have been in the same positions as the clients we serve, and they're paying it forward. Whether someone has been assaulted or abused, needs housing or housing, has trouble paying their bills, or just feels hopeless, we can help.

HELPING OTHERS: OPEN HAND OR CLOSED FIST?

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Beverly Warren Emergency Shelter



**Women's Empowerment Center
(Coming Soon)**

TE: What do you hope to accomplish within the next year?

SL: We have three major initiatives:

1) Expand our Hunger Prevention Center through a new food rescue program to minimize the waste of good food from restaurants, caterers, and grocery stores and get food directly to those in need. The service will be nearly completely driven by volunteers using a custom-made app. It's going to be like Uber for food. Hopefully, the pilot will be available in March 2019.

2) To reopen the Women's Empowerment Center to provide permanent supportive housing for five chronically homeless households with disabilities and mental health issues. We expect they will stay in the center for two to five years.

3) To open a Child Advocacy Center (currently there is none in Prince William County). This will be a one-stop location for children who have been sexually abused. Doctors, police, and social workers can do joint interviews to avoid re-traumatizing the child with multiple interviews. There is a strong need for an advocacy center due to the large number of children that need assistance.

TE: Is there a specific time in the year that increases due to need?

SL: People think there is a particular season, but realistically the need remains constant. However, in the summer children's needs increase due to hunger as school is out and the greater proportion of the meals are from school.

TE: What do you wish other people knew about ACTS?

SL: What we really do and for how many people. First, so more people can get help through the free resources offered; and second, so more people will want to be part of ACTS and changing people's lives.

TE: What would you tell someone who is thinking about (donating, volunteering, etc.)?

SL: Volunteers are critical. There's so many things that could be done at ACTS.

In summary to our entire workforce, please think about the Chinese saying: "If you want happiness for an hour, take a nap. If you want happiness for a day, go fishing. If you want happiness for a lifetime, help somebody."

I believe selfless giving is a wonderful continuous activity that if we all participated the world would be a much better place to live. A sincere thank you to Mr. Steve Liga for his time and consideration to bring attention to a subject that is constant and real. I myself will continue to give.

Here are some other resources for assistance in many areas:

[Military Programs and Benefits](#)

[Military OneSource/Veterans](#)

[Military Financial Assistance - Operation We Are Here](#)

[HOPENOW/Military](#)

[Civilian Employee Assistance Program \(CEAP\)](#)

THE BASICS OF MENTORING

BY DR. STEVEN W. SCHMIDT
EAST CAROLINA UNIVERSITY, PROFESSOR



Dr. Steven W. Schmidt
Professor and Program Coordinator
(Adult Education Programs, ECU)

Editor's Note: Thank you to Dr. Schmidt, my former professor and friend at East Carolina University for your continued support years after graduation while working with the Marine Corps I appreciate your time and effort regarding this and previous articles for our *TECOM Connection* newsletter.

Both coaching and mentoring can be effective in helping employees continuously improve performance in the workplace. The terms coaching and mentoring are often used together, but there are differences between the two concepts, and there are different situations in which each is appropriate. This article will go over some basic concepts of mentoring and some guidelines for implementing mentoring initiatives in your workplace.

Mentoring is defined as a relationship in which an experienced person (the mentor) provide long-term support and guidance to a new or less experienced employee (the mentee). Different than coaching, which is typically short term in nature, and focused on a specific task or an aspect of an employee's position, mentoring involves the development of a longer-term relationship between the mentor and the mentee. Also different than coaching, which is often remedial in nature, mentoring focuses on the growth and development of the

employee. The mentor gets to know the mentee (and vice versa) and gives ongoing help, assistance, or advice to the mentee. Mentoring is typically done in one-on-one situations, although group mentoring of employees or mentees who may be at similar levels in the organization or similar stages in their careers, can be done, as well. Because the mentor/mentee relationship is longer-term in nature, it can be effective in helping mentees learn and grow. While an employee's supervisor could serve as a coach for that employee, it is not a good idea for supervisors to serve as formal mentors for their employees. Supervisors may be interested in their employees' growth and development in the organization, but their main focus is the success of their departments and the monitoring of employee performance. It is difficult to effectively serve as a mentor to an employee whose performance the supervisor is also monitoring. Additionally, a mentee may want a mentor with whom he or she can discuss issues relating to their supervisor and/or their coworkers, and that would not be possible if the supervisor were also the mentor.

Developing the Relationship

The first step in developing mentoring relationships is identifying appropriate mentors. Good mentors are those who are not directly involved with the work of the mentee. They typically working at levels in the organization that are higher than that of the mentee (although some mentors work at similar levels, but have more experience in their roles than the mentee). They also usually have significant experience in the organization, and they understand both the people and processes that make up the organization.

Mentors can be identified formally (some human resource departments have mentoring programs that pair up experienced employees with new employees for mentor/mentee relationships) and informally. Sometimes the most effective mentoring relationships develop informally, through networking or other means.

If formalized, the mentor/mentee relationship should start with the defining of ground rules that will define the obligations

and responsibilities of both the mentor and mentee. Mentoring ground rules will be different for each mentoring relationship. The important thing is that ground rules be set, and agreed upon, at the start of the mentoring relationship.

Mentor Responsibilities

Responsibilities of the mentor include putting the mentee at ease and creating an environment in which openness and honesty are encouraged. The mentor should also ensure confidentiality in the relationship. It's the mentor's job to show empathy with the mentee, and to provide feedback and praise when it's due. The mentor should let the mentee drive the relationship by discussing topics of importance to the mentee. Even though it may be easy, and convenient, for the mentor to impose his or her views on the mentee, the mentor should be more of an advisor, not a dictator. The mentor should also realize that the mentee may handle things differently than the mentor might, which is ok. The mentor should be available to the mentee and should make regular contact with the mentee. The relationship should not be one in which contact occurs only in times of crisis. Ongoing and steady contact is important in the mentor/mentee relationship.

It is also the job of the mentor to set boundaries up front. The mentor should not get personally involved in the mentee's situations and should make sure the relationship remains professional. The mentor should not make unrealistic promises or give the mentee false hopes about what they can accomplish. The line between personal and professional should be clear to both parties, as well.

THE BASICS OF MENTORING

BY DR. STEVEN W. SCHMIDT

Mentee Responsibilities

The mentee also has responsibilities in the relationship. Honesty and openness with the mentor are key. The mentee is expected to share all relevant information, so the mentor can provide the best advice possible. The mentee should take time to get to know the mentor. Confidentiality is also important for the mentee.

Methods of communication should also be discussed at the start of the relationship. Regular contact, whether or not there is an issue to discuss, is important. Most mentoring relationships start with a face-to-face meeting. Additional meetings can be face-to-face, via phone or electronic. Meetings can be formal or informal, depending on what the mentor and mentee agree upon. Both parties should be prepared so they can effectively use time spent meeting. At meetings, the mentor should encourage the mentee to do most of the talking and should focus on the mentee's agenda and priorities (as opposed to the mentor's priorities). In addition to discussing current topics, the mentor should follow up on topics discussed in prior meetings in order to learn how the mentee has handled issues that were discussed in the past.

It is important that mentors know themselves and have a clear understanding of their strengths and weaknesses. All mentors have limitations, and it's perfectly fine for a mentor to admit that he/she doesn't know the answer to a question. In these cases, the mentor might encourage the employee to investigate a variety of options and the topic may be discussed in more detail at future meetings.

There are some situations in which mentoring is detrimental or results in negative consequences for the mentor or the mentee. Some mentees become overly dependent on the mentor and can't make decisions on their own. Sometimes, mentors lose perspective on the mentoring situation and compromise their own positions. This may happen as a result of mentoring boundaries being crossed. Perhaps the mentor tries to help the mentee with a personal problem, for example. Sometimes there are simply personality conflicts that result in poor communication and an inability to create a positive mentoring relationship.

Conclusion: Ending the Relationship

Mentoring relationships do not have to last forever. They can be shorter or longer term, depending on the situation, and they can be ended by the mentor or the mentee. Perhaps the mentor feels the mentee needs more of a challenge than the mentor can provide or more support in an area in which the mentor is not an expert. In these cases, a search for a more appropriate mentor may be suggested. Mentoring relationships should always end on good terms: The mentor may want to extend an offer for ongoing assistance when the mentor needs it.

For more information on mentoring, check out the following resources:

The Center for Health Leadership and Practice's guide for mentors:

<https://rackham.umich.edu/downloads/more-mentoring-guide-for-mentors.pdf>

The Employee Assistance Resource Network's Workplace Mentoring Primer:

<http://www.askearn.org/wp-content/uploads/docs/wmp.pdf>

Steven W. Schmidt, Ph.D.

Steven W. Schmidt, Ph.D. is a Professor of Adult Education and the Adult Education Program Coordinator in the Department of Interdisciplinary Professions at East Carolina University, in Greenville, North Carolina. He holds Ph.D. and MS degrees in adult education from the University of Wisconsin – Milwaukee and a Bachelor of Business Administration Degree from the University of Wisconsin – White-water. Prior to his faculty appointment, he worked in employee training and development at Harley-Davidson Motor Company. In his teaching, research, and consulting work, Dr. Schmidt specializes in online teaching and learning and workplace training and development. He served as president of the American Association for Adult and Continuing Education in 2014 (www.aaace.org) and is the current chair of that organization's Commission of Profes-

sors of Adult Education. His research has been published in national and international journals, and he has authored two books:

“Organization and Administration of Adult Education Programs” and *“Case Studies and Activities in Adult Education and Human Resource Development”*.

Marine Corps Mentor Match Services:

Are you looking for a Mentor or Coach?

Mentoring Link: <https://www.manpower.usmc.mil/webcenter/portal/MentorProgram>



TRAINING PAGE

CIVILIAN WORKFORCE DEVELOPMENT & TRAINING WEBPAGE

WELCOME!

Please take the opportunity to explore the training page! Check out! <https://www.tecom.marines.mil/Resources/CivilianTraining/>

You will find the following:

- **TECOM Civilian Training Registration**
- **HROM Quantico Training & Resources**
- **Mandatory Training**
- **TWMS (CAC Enabled)**
- **Communities of Interest (COI)**
- **Academic Degree Program**
- **Marine Corps Acculturation**
- **Mandatory Individual Development Plan**
- **USMC Self- Assessment Pilot Program**
- **And More**



POC: David Welch, Civilian Training Officer (703-432-2283)

TRAINING PAGE

Marine Corps Detachment, Fort Leonard Wood (Retirement Training Testimonial)

FROM:

Francis D. Gill, Formal School Advisor
Doctrine Training and Education Integration Branch (DTEIB)

The Marine Corps Detachment, Fort Leonard Wood hosted a retirement planning seminar from 7-8 November 2018 sponsored by the National Institute of Transition Planning. The speakers, Mr. Kevin Seibert and Ms. Michelle Bollier, were well versed in the topics covered which included: Financial and Thrift Savings Plan (TSP) Planning, Federal Services and Social Security Benefits, in addition to Insurance planning during federal service and beyond into retirement.

Mr. Siebert discussed in depth the benefits of early financial planning that covered factors for asset allocations, how to manage investments, such as TSP and Individual Retirement Accounts (IRA), as well as how to manage these assets now so they can provide the desired outcomes through retirement.

Ms. Bollier discussed in depth how to manage our civilian federal benefits through various websites to determine when the best time would be to retire to take full advantage of our federal benefits.

Recommend that this level and depth of training be afforded to each employee towards the beginning of their career with follow-on training to hone in on financial planning skills during mid-term and towards the end of their careers, if none other than on-line refresher training. Follow-on training for retirement calculator use would be effective and well used after this level of training now that the individuals have more of an understanding where to obtain the financial information to plug into each of the retirement calculators and financial planning checklists.

Each lesson during the seminar proved useful and there were many take-aways for most if not all of our civilian employees. This training evolution was definitely value added and well received.



ALERT:

DPMAP and My Performance Tool

HQMC (MPC-40) has published additional information for employees and supervisors regarding the My Performance tool for DPMAP at the following link <https://www.manpower.usmc.mil/webcenter/portal/MPC40>.

Slide shows can be found on the Guides and Tutorials page under the section for Employee Relations User Guides at the following link <https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC/Pages/GT%20Page.htm>.

CONNECTIONS & ENGAGEMENTS



CG, SgtMaj, Aide celebrate the Royal Marines 354th Birthday in London, England, with Major General Charles Stickland, Commandant General.



"Coffee with Mr. Jeffery Bearor" - Ronnette Parks (G1/CWDT Branch Manager), Terra Eidinger (Editor), Mr. Jeffery Bearor (Assistant Deputy Commandant, M&RA) and Mr. Jeffrey Wolff (AC/S G-1).



Lunch with MajGen Mullen III



Coffee with Mr. Jeffery Bearor

GAMECHANGERS OF 2018



CG visits the Marie Sklodowska Curie Metro High School's JROTC.



CD&I MCCDC Civilian Breakfast
3 October 2018

Mr. Kenneth Potter (Branch Head, Formal School Quota Requirements Management Branch (FSQRMB), MTESD) and Mrs. Carmen Boswell (G-1/CWDT) were invited to join the CG and SgtMaj for breakfast. The MCCDC CG breakfast gives the General a chance to get to know a little bit more about him. Guests are given a tour of the quarters, some history explained, and then share a meal. At the end of the breakfast, a group photo is taken and personally signed by the CG and delivered to each attendee as final thank you.



Cpl Burton, James Taylor (G-8) Reenlisted for 4 more years at Iwo Jima Statue. Congratulations!



MSTP won the BST (November 2018)



Mr. Michael Currie, Ms. Alyce Smith, Mr. James Martin received a "Letter of Appreciation" for participation in the 2018 Legal Services Training and Readiness Manual Conference".

CONNECTIONS & ENGAGEMENTS

Meet Mrs. Charlene B. Mack - Executive Assistant to the Commanding General

(In her Own Words)

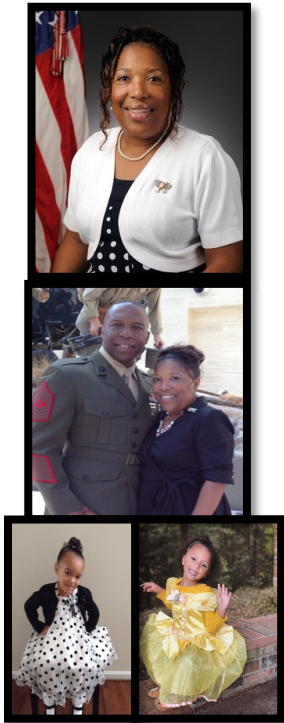
Since October 2018, I have been the Executive Assistant to the Commanding General of the Training and Education Command. Prior to joining the Command, I was the Branch Admin for HQMC Sexual Assault Prevention and Response Branch. While there, I received my certification as a Sexual Assault Advocate through the Department of Defense Sexual Assault Advocate Certification Program.

I have more than 20 years of extensive administrative and project management experience, and have worked in a government/military environment my entire career, including the Naval Surface Warfare Center in Dahlgren, Virginia; the Pentagon; the Marine Corps Base Quantico; and the Space and the Naval Warfare Systems Command and the Marine Corps Air Station Miramar, both in San Diego.

I enjoy providing support to our military and their families. As a Marine Corps spouse, I have served on the Spouses Workshop Committee for Cornerstone "The Commandant's Combined Commandership Course" in various positions such as the Sergeant Major Spouse Lead, a Facilitator and a Facilitator Recruiter. In addition, my husband and I, have been called upon by USMC leadership to give Sergeant Major and Spouse briefs to our Marine Corps spouses at the Marine Corps Spouses Workshop, during the Commandant's Combined Commandership Course and the Brigadier Selection Orientation Course (BGSOC), as well as at the Sergeant Major of the Marine Corps Symposium (SMMCS).

I am married to Michael T. Mack, who retired as the Sergeant Major of the Wounded Warrior Regiment after 30 years of service. A native of King George, Va., I enjoy traveling, attending drag racing events where my son races my late father's race car, spending time with family/friends and spoiling my two granddaughters (Aaliyah and Braelyn). I am definitely excited about my own adventures that await as I prepare for this new challenge of providing first-rate administrative support to everyone.

Happy Holidays and Go Cowboys!



The Stress Connection—Trust Your Gut and Minimize Your Stress by Michele Venice

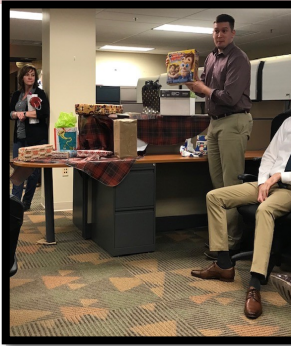
(In her own words...)



On the morning of February 15, 2018, I had a terrible headache at work and blood pressure was somewhat high. In addition, I was feeling very anxious, and had two panic attacks or one very long one on my way to work that day. I have always been a healthy and active person. Although, I had been under an extreme amount of stress in the last few months and experienced headaches, body aches, insomnia and more. I walked over to the fire department on Quantico Marine base and requested a blood pressure check. The reading was high 220/100. The EMT said to me, "We can transport you or you can have someone transport you but you need to go to the ER". Well, I went to Stafford Hospital and the Doctor stated "You are not going anywhere; we are waiting on transport you are going to Fairfax Inova Hospital as we found an aneurysm on your brain scan". Next, I was heading to Inova and awaiting more test, and then a surgeon came in and said, "I see two balloon-like budes in two blood vessels, we need to do an angiogram and get a better view". After that, all I remember doing is waking up in the recovery room. Apparently, the two needed to be coiled due to them leaking and to avoid a rupture. I spent the next 10 days in the hospital, with vasospasms and short-term memory loss.

Today, I still have some residue issues; and my memory is not sharp and I'm consistently forgetting things. My anxiety has gotten worse, I have blurred vision, stutter some of my words and when not doing that, I have a hard time finding words in conversation and extremely tired all the time. Though, if you see me I look the same on the outside but please forgive me if I repeat my words or sentences to you, if I no longer remember your name, it's not that I don't want to speak to you it's just that I feel more comfortable not speaking at all. DO NOT let anyone or anything stress you. Remember, if you have God on your side, no man can win against you.

HAPPY HOLIDAYS!



G-6 Potluck & White Elephant



“Sgt. Frosty” - TRNGCMD

(just sayin’...from the shredder –talk about recycling)



MCRD PI



HAPPY NEW YEAR!



G-8

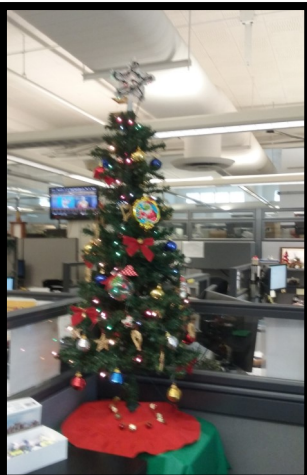
TECOM HQ



MCRD SD



Command Deck



G-1



MAGTF T&E Standards Division