

TRAINING & DEVELOPMENT MANAGER | RÉSUMÉ ADDENDUM

COMMUNITY ENGAGEMENT INITIATIVES

FOUNDER & EXECUTIVE DIRECTOR

Jul 2009–Present

Federal Career Connection, Inc. – McLean, VA

<https://www.federalcareerconnection.com/>

Founded and led a nonprofit organization dedicated to equipping individuals in career transition with practical strategies for securing meaningful employment in public, national, and military service sectors. Oversaw program design, volunteer coordination, outreach, and curriculum development to promote civic-minded career pathways.

PROGRAM DIRECTOR/FACILITATOR

Sep 4–Oct 2, 2025

Career Pivot Bootcamp – Martinsburg, WV

Designed and delivered a five-week virtual Bootcamp to support displaced federal employees, early retirees, contractors, and job seekers in career transition. Developed curriculum using the SABRE Vocational Framework®, guided participants through self-assessment, branding, job search strategies, and interview preparation, and fostered a supportive learning environment that empowered participants to confidently pivot into new career opportunities.

PROGRAM DIRECTOR

Dec 7–28, 2020

Online Career Pivot Boot Camp– Alexandria, VA

Spearheaded the design and delivery of an Online Career Pivot Bootcamp that supported 25 professionals impacted by COVID-19, guiding them through a structured, results-oriented process to assess, explore, transform, and pivot toward new career opportunities. This intensive virtual program equipped participants to understand the role of strategic career planning, identify their strengths and transferable skills, articulate key accomplishments, build a compelling professional brand, navigate today's job market with confidence, target aligned industries and roles, and develop high-impact résumés, marketing plans, and other essential job search tools.

PROGRAM DIRECTOR

Sep 2018

Career Transition Academy, Career Network Ministry – McLean Bible Church, VA

<https://www.linkedin.com/pulse/cnm-hosts-new-flagship-program-job-seekers-career-harrington-gcdf/>

Designed, organized, and launched the “Career Transition Academy,” CNM’s flagship educational initiative, coordinating over 30 volunteers. Delivered multi-session seminars to empower 25 job seekers facing major career or life transitions with effective job search strategies and professional development tools.

PROGRAM DEVELOPER

May 2004–Jul 2005

International Student Outreach, U.S. Army Area II Support Activities – Seoul, South Korea

Conceived, developed, and implemented a cross-cultural internship program connecting Korean university students with U.S. military installations. Fostered mutual understanding, community engagement, and academic cooperation between the U.S. Army and local academic institutions.

ESOL INSTRUCTOR

Dec 2001–Aug 2002

Friendship International, U.S. Navy – Sasebo, Japan

Taught conversational English as a Second Language (ESL) to Japanese community members in support of the U.S. Navy’s public affairs mission. Promoted positive cross-cultural relations and strengthened community ties through educational outreach.

COMMUNITY ORGANIZER

Jan 1997–Feb 1998

Richland County Young Marines, Young Marines – Mansfield, OH

<https://youngmarines.org/unit/richlandcounty/page>

Established and led a local chapter of the Young Marines youth leadership program, serving inner-city youth in Mansfield, OH. Designed and executed structured activities emphasizing discipline, service, and personal development.