# A Manual for Veteran Organizations

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The Department of Homeland Security (DHS) is helping Veterans join our nation’s cybersecurity workforce.

ABOUT THIS MANUAL

Our nation faces a rising number of cyberspace-based attacks and threats. Since 2015, we have encountered more than 77,000 cyber-incidents\(^1\). The average cost of a cyber breach for U.S. companies is $200,000 per incident\(^2\). The impact of cyber incidents is not limited to victimized companies; employees and customers can experience distressing aftermaths such as identity theft and personal data loss. Cybercrime categorically ranks with drug trafficking as a worldwide economic danger\(^3\).

The demand for cybersecurity professionals is growing. The global cybersecurity workforce shortage is predicted to reach 1.8 million by 2022\(^4\), making cybersecurity one of the most highly sought-after careers in the country.

Cybersecurity professionals are necessary to protect government and private industry networks. Veterans can help fill the growing openings in this field by learning new cybersecurity skills or brushing up on existing skills. Resonating with their past military experiences, Veterans may understand the crucial need to thwart cyber adversaries, make quick decisions in dynamic situations, and help defend our country. Veterans’ adaptability may also make them ideal candidates for the cybersecurity field.

To help your veteran members build a career path in cybersecurity, the Department of Homeland Security (DHS) offers a variety of free resources including on-demand training, scholarships, and a course catalog tool. These resources are included in this easy-to-use manual to help arm organizations like yours to help Veterans join the cybersecurity workforce of tomorrow.

We need YOUR help spreading the word about these resources and the growing career opportunity—please join us in this effort.

Help your veteran members learn more about exciting, emerging, and growing career opportunities in cybersecurity!

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3. [http://wapo.st/1hzU64H?tid=ss_mail](http://wapo.st/1hzU64H?tid=ss_mail)
EDUCATION AND TRAINING RESOURCES

DHS offers tools to help Veterans explore a cybersecurity career at their own pace. Veterans can forge a path tailored to meet their specific professional goals.

UNDERSTANDING CYBERSECURITY WORK ROLES

NICE CYBERSECURITY WORKFORCE FRAMEWORK

The NICE Cybersecurity Workforce Framework, co-developed by DHS, provides a blueprint to categorize, organize, and describe cybersecurity work into categories, specialty areas, work roles, tasks, and knowledge, skills, and abilities (KSAs). The NICE Framework provides a common language to speak about cybersecurity roles and jobs. Within the NICE Framework, there are seven categories, each comprising several specialty areas. Within each specialty area, there are work roles.

Each work role includes the tasks required to perform the role, as well as the KSAs required to perform those tasks.

Veterans can explore the NICE Framework to learn more about KSAs and tasks in cybersecurity work roles.

FINDING TRAINING OPPORTUNITIES

FEDERAL VIRTUAL TRAINING ENVIRONMENT (FEDVTE)

DHS and Hire our Heroes (HOH) have teamed to provide Veterans access to the Federal Virtual Training Environment (FedVTE), a free, online cybersecurity training center. With 24/7 on-demand access to 60+ courses tailored to varying proficiency levels from beginner to advanced, Veterans can explore and take courses at their own pace.

All modules align with the NICE Framework, allowing Veterans to build the necessary knowledge and skills to enter the cybersecurity workforce confidently.

Veterans can access Cybersecurity Training and Education for Veterans: A user guide for those who formerly served in the U.S. Armed Forces to learn more about how to use FedVTE as a starting point to transition to a career into cybersecurity.

...continued
NATIONAL INITIATIVE FOR CYBERSECURITY CAREERS AND STUDIES (NICCS)
EDUCATION AND TRAINING COURSE CATALOG

The NICCS Education and Training Course Catalog, co-developed by DHS, is an open source tool to help aspiring and current cybersecurity professionals locate nearby cybersecurity-related courses. All 4,000+ courses align with the NICE Framework and users can easily filter them to find modules that are appropriate to their interest and level of professional development. Veterans can visit the Course Catalog to find their next cybersecurity-related course quickly.

LOCATING EDUCATION OPPORTUNITIES
Veterans may use their Post-9/11 GI Bill benefits to pursue a cybersecurity degree. DHS offers academic resources that make the continuing education process easy.

TOP SCHOOLS
The National Centers of Academic Excellence (CAE) program, jointly supported by DHS and the National Security Agency (NSA), recognizes institutions and their outstanding cybersecurity-related degree programs with CAE designations. CAEs are recognized for their close alignment to knowledge units mapped to cybersecurity skills vital to securing our nation’s information systems. By attending a CAE institution, students have the opportunity to learn by doing and contribute to the protection of our nation. Veterans can refer to the Guide to learn more about 260+ institutions with CAE designations.

...continued
SCHOLARSHIPS: A PATH TO EMPLOYMENT

The CyberCorps®: Scholarship for Service (SFS) program, co-sponsored by DHS and the National Science Foundation (NSF), offers cybersecurity scholarships to outstanding undergraduate, graduate, and doctoral students. Currently, students can receive up to $34,000 to cover the typical costs to attend a participating institution. There are 60+ institutions that receive SFS scholarship awards.

The SFS scholarship program gives students exclusive access to hiring fairs for internships and permanent hire opportunities. DHS co-sponsors an annual virtual SFS Job Fair (early winter) and an in-person SFS Job Fair in the Washington, DC area (January). Scholarship recipients must serve in the government in a cybersecurity-related position for a period equivalent to the length of the scholarship.

Veterans can learn more about how to participate in the SFS program for financial assistance in the Guide.

NAVIGATING A CAREER PATH IN CYBERSECURITY

Launching a new cybersecurity career is exciting, but the prospect can be overwhelming at times. DHS has developed a resource to help Veterans navigate their journey into the profession with ease.

CYBERSECURITY TRAINING AND EDUCATION FOR VETERANS: A USER GUIDE FOR THOSE WHO SERVED IN THE U.S. ARMED FORCES

The Veterans User Guide introduces Veterans to cybersecurity training and education resources that help build the skills necessary to transition into a cybersecurity career.

Veterans can refer to the Guide to:
- Better understand the cybersecurity field
- Explore available cybersecurity training and education opportunities
- Plan their transition into the cybersecurity workforce

HOW TO GET INVOLVED

Use your voice and network to share the information above along with the Guide. Take action today by helping Veterans become the cybersecurity workforce for tomorrow!
GET THE WORD OUT
DHS offers ready-to-use messaging for your veteran members. Refer to the Appendix for sample language and templates. Copy and paste the sample message into an email and share it with your network!

WAYS TO DISTRIBUTE THE INFORMATION:
• Email the Guide to all Veteran members
• Post the Guide to your organization’s website for easy access
• Spread the word using your communication channels
  • Post on Twitter, Facebook, and other social media sites
  • Post a blog
  • Display the informational poster
  • Add this information to your newsletter
  • Share this information at a training-related event

SHARE YOUR FEEDBACK!
We want you to hear from you! Please email us at Cybersecurityworkforce@hq.dhs.gov to share:
• What parts of the Manual and Guide are helpful
• Any additional information that you would like for us to include
• Efforts on how you are helping Veterans explore and join the cybersecurity workforce

PARTNER WITH US
• Email us at Cybersecurityworkforce@hq.dhs.gov to find out about other opportunities
• Share upcoming speaking opportunities at your events
• Regularly communicate with us on how to spread the word
• Become an official partner with the STOP.THINK.CONNECT.™ Campaign

THANK YOU
On behalf of DHS, we would like to thank you for your help in reaching out to our nation’s Veterans. We are excited to offer these resources to those who have served and are interested in launching a cybersecurity career.
APPENDIX

Feel free to use any of the sample language below for your organization’s communication channels—webpages, social media accounts, and newsletters.

SAMPLE EMAIL MESSAGE

To [Veteran Member listserv]

Subject Free Training through the Federal Virtual Training Environment

Your Next Mission: Protect the Nation Online

Start your post-military career with more than 300,000 available jobs in Information Assurance/Cybersecurity nationwide. Through the Federal Virtual Training Environment (FedVTE), Veterans have access to training that is:

• No-cost
• Online
• Mobile-friendly

Provided by the Department of Homeland Security, cybersecurity and information technology training is free for military Veterans. Click here to sign up, take your first class, and launch your rewarding new career today!

Sincerely,

[Your Organization’s name]
SAMPLE ARTICLE MESSAGING

FREE CYBERSECURITY TRAINING FOR VETERANS

Start your post-military career with more than 300,000 available jobs in information assurance/cybersecurity nationwide. Veterans have access to no-cost, mobile-friendly, online training through the Federal Virtual Training Environment (FedVTE). Sign up to take your first class and launch your rewarding career today.

Veterans are well-positioned to transition into this growing and critical field of cybersecurity. There is FREE training available for Veterans like yourself. Hire our Heroes and the Department of Homeland Security have teamed to bring you training and certification preparation courses through FedVTE.

FedVTE is a free online, on-demand cybersecurity training system with courses ranging from beginner to advanced levels. There are also preparatory courses available for some of the most popular certifications in the industry such as Security+ and CISSP. Taking these courses can help prepare you to compete for the top cybersecurity jobs across the country. With more than 300,000 available jobs nationwide, do not miss out on this incredible opportunity to sign up today!

To sign up or learn more, please visit: https://hireourheroes.org/veterans-training/.
SAMPLE MESSAGING FOR BLOGS AND NEWSLETTERS

[Insert name of your organization] is excited to bring valuable opportunities and resources from the Department of Homeland Security (DHS) to help U.S. Veterans transition into their next mission: a rewarding career in cybersecurity. DHS teamed with the non-profit organization Hire Our Heroes to provide U.S. Veterans access to the Federal Virtual Training Environment (FedVTE). FedVTE is an online, on-demand training platform that provides government employees and Veterans access to courses on cybersecurity and information technology (IT). Through FedVTE, Veterans receive free cybersecurity training and certification preparation courses to build the skills needed for cybersecurity jobs across the country.

FedVTE offers more than 800 hours of training on topics such as ethical hacking and surveillance, risk management, and malware analysis. Course proficiency ranges from beginner to advanced levels. Several available courses align with a variety of IT certifications such as Network+, Security+, and Certified Information Systems Security Professional (CISSP).

FedVTE is available to federal, state, local, tribal, and territorial government employees, so Veterans with an email address ending in “.gov” can register and begin taking courses immediately. Veterans who are not government employees must verify their Veteran status through Hire Our Heroes.
SAMPLE FACEBOOK POSTS AND TWEETS

FACEBOOK

Sample A:
Veterans: Access FREE cybersecurity training through DHS and Hire our Heroes.
Prepare for popular certifications or take general training to open the door to a new exciting career. Sign up for your FREE #FedVTE account TODAY by visiting http://1.usa.gov/1NwIbOj

Sample B:
Veterans: Transition into a well-paid cybersecurity job and continue serving your country in a new way. DHS offers FREE training through #FedVTE. To get started, go to http://1.usa.gov/1NwIbOj

Sample C:
For any Veteran interested in exploring a career in cybersecurity, DHS is now offering FREE training, including certification prep courses. Visit #FedVTE to sign up today and learn more: http://1.usa.gov/1NwIbOj

TWITTER

Sample A:
FREE cybersecurity training for #Veterans from @DHSgov through #FedVTE. Prepare for your next exciting career and get started today http://1.usa.gov/1NwIbOj

Sample B:
Are you a #Veteran looking for your next mission? Explore cybersecurity jobs. Get FREE cybersecurity training through #FedVTE. Sign up today at http://1.usa.gov/1NwIbOj

Sample C:
FREE cybersecurity training for #Veterans through @DHSgov including coveted certification prep courses—check it out at http://1.usa.gov/1NwIbOj and sign up for your free #FedVTE account TODAY!

Sample D:
#Veterans: Continue serving your country in a new and exciting way in a cybersecurity job. @DHSgov offers FREE training through #FedVTE. To get started, visit http://1.usa.gov/1NwIbOj and sign up today!
SAMPLE PRESS RELEASE

NO-COST TRAINING FOR VETERANS

(Month, Date, 2019)—The U.S. Department of Homeland Security (DHS) provides Veterans access to mobile-friendly information technology and cybersecurity training courses through the Federal Virtual Training Environment (FedVTE) at https://fedvte.usalearning.gov. From certification preparation courses like CompTIA A+ and Certified Ethical Hacker to general courses such as Coding 101, Cybersecurity Overview for Managers, and Cyber Fundamentals for Law Enforcement Investigations, FedVTE can jumpstart active duty members and Veterans on the path to a career in a high-demand, high-paying IT/cybersecurity profession. Start today and register on FedVTE. DHS thanks active duty members and Veterans for their service and will continue to offer new and innovative FedVTE courses as a no-cost benefit.

For questions about FedVTE, email FedVTE@hq.dhs.gov. For more information about getting started in cybersecurity or information technology as a Veteran, visit https://niccs.us-cert.gov/training/veterans.

[Insert additional training/resources for Veterans from your organization here.]

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INFORMATIONAL POSTER
Start your post-military career with more than 300,000 available jobs in information assurance/cybersecurity. Click on the flyer below to download and print copies of the FedVTE Training poster. Encourage your members to sign up for a FREE FedVTE cybersecurity training account!

Free cybersecurity training for government personnel.

The Federal Virtual Training Environment (FedVTE) provides government-wide, online, and on-demand access to cybersecurity training to help the workforce maintain expertise and foster operational readiness.

With courses ranging from beginner to advanced levels, the system is available at no cost to users and accessible from any Internet-enabled computer.

Popular courses include certification preparation for the following exams:
- Network+
- Security+
- Certified Information Systems Security Professional (CISSP)
- Certified Ethical Hacker (CEH)
- Certified Information Security Manager (CISM)
- Certified Information Systems Auditor (CISA)
- Cisco Certified Network Associate (CCNA)

To sign up for an account, visit fedvte.usalearning.gov