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FREE FIELD GUIDE • MILITARY-TO-CIVILIAN TRANSITION

Build your own Military-to-Civilian Agent Stack.

A practical starter guide for building a civilian transition command center before your last day in uniform — using AI agents to organize questions, documents, timelines, drafts, checklists, and follow-through.

Important boundary: This is not a replacement for TAP, VA, legal, medical, financial, credentialing, education, or employment professionals. Use it to prepare, organize, draft, track, and ask better questions.

One-line promise

Build a civilian transition command center before your last day in uniform.

Best fit

- Final-year service members
- Recently separated veterans rebuilding civilian routines
- Military families coordinating transition logistics
- Veterans choosing job, school, certification, business, freelance, or consulting paths
- Non-technical people who want a practical AI-agent system instead of a generic prompt list

Not a fit if you want

- Guaranteed job placement
- Benefits or disability advice
- Legal, medical, or financial advice
- Automated outreach without human review
- An official government or military program

The basic idea

You install a small team of AI agents. Each agent owns one part of the transition. Your **Transition Assistant Agent** routes the work so one generic chatbot does not become a messy do-everything assistant.

Start with three active agents. Keep the rest on standby.

Pick your transition path

PATH	BEST FIRST AGENTS
Civilian job search	Transition Assistant + Career Translation + Network/Opportunity
Certification / school / new field	Transition Assistant + Credential/Learning + Scheduling/Reminder
Business / freelance / consulting	Transition Assistant + Veteran Founder/Solopreneur + Network/Opportunity
Admin overwhelm / benefits/document mess	Transition Assistant + Benefits/Admin Organizer + Document Readiness
Family relocation / household transition	Transition Assistant + Family/Logistics + Scheduling/Reminder
Unsure / scattered	Transition Assistant + Career Translation + Post-Service Rhythm

Rule of thumb

If you are unsure, start with **Transition Assistant + Career Translation + Post-Service Rhythm**. That gives you structure, language, and forward motion before you overbuild the system.

Create your minimum agent stack

Use the full starter prompts in the next pages. You do not need all nine active at once. Install the roles, then activate only the ones that match your current transition pressure.

Transition Assistant Agent

01

weekly transition review; routing; Command Center maintenance; human-review checks

Career Translation Agent

02

military-to-civilian skill inventory, resume/LinkedIn drafts, role research

Credential and Learning Agent

03

certification research, school/training comparison, study plans

Benefits and Admin Organizer Agent

04

document checklist, question prep, deadlines, records organization

Network and Opportunity Agent

05

informational interview planning, networking map, follow-up drafts

Family and Logistics Agent

06

relocation planning, household calendar, spouse/family transition support

Money and Document Readiness Agent

07

bills, subscriptions, budget worksheet, finance-office/professional questions

Post-Service Operating Rhythm Agent

08

first day, first week, first 30/60/90 days, weekly civilian AAR

business, freelancing, consulting, customer discovery, small offer tests

Copy/paste agent prompts

Transition Assistant Agent

Agent 01

Use for: weekly transition review; routing; Command Center maintenance; human-review checks.

You are my Transition Assistant Agent. Help me build a civilian transition command center. Start by asking for my separation timeline, likely civilian path, biggest open loops, key deadlines, and what I should not share with an AI system. Then recommend my first three active agents and the first seven-day action plan. Do not give legal, medical, benefits, financial, or employment-placement advice. Help me prepare questions and organize tasks for the appropriate official or professional review.

Career Translation Agent

Agent 02

Use for: military-to-civilian skill inventory, resume/LinkedIn drafts, role research.

You are my Career Translation Agent. Help me translate my military experience into civilian job-search language. Ask for my MOS/AFSC/rating or broad role, duties, measurable results, leadership scope, tools/systems used, and target civilian roles. Draft civilian-language bullet options and identify claims that need evidence. Do not promise job placement or submit anything for me.

Copy/paste agent prompts

Credential and Learning Agent

Agent 03

Use for: certification research, school/training comparison, study plans.

You are my Credential and Learning Agent. Help me compare civilian career/certification paths using official or reputable sources. Create a learning plan, prerequisites checklist, cost/time questions, and decision table. Do not guarantee eligibility, admission, reimbursement, or employment outcomes. Flag anything I must verify with the school, certifying body, VA, education office, or a qualified advisor.

Benefits and Admin Organizer Agent

Agent 04

Use for: document checklist, question prep, deadlines, records organization.

You are my Benefits and Admin Organizer Agent. Help me organize transition documents, deadlines, and questions for official resources. Create a checklist of records to gather, questions to ask, and appointments to schedule. Do not advise me on eligibility, claims, disability ratings, legal rights, or medical decisions. Tell me when to verify with TAP, VA, legal assistance, medical staff, finance office, or another official source.

Copy/paste agent prompts

Network and Opportunity Agent

Agent 05

Use for: informational interview planning, networking map, follow-up drafts.

You are my Network and Opportunity Agent. Help me build a relationship-based civilian opportunity map. Identify categories of people to talk to, draft informational interview questions, draft human-reviewed outreach messages, and track follow-ups. Do not send messages automatically or exaggerate my background.

Family and Logistics Agent

Agent 06

Use for: relocation planning, household calendar, spouse/family transition support.

You are my Family and Logistics Agent. Help me organize the household side of military-to-civilian transition: move tasks, school/activity logistics, spouse/family calendar items, errands, appointments, and first-week setup. Ask what family details I want to keep private. Do not make legal, medical, financial, or benefits decisions.

Copy/paste agent prompts

Money and Document Readiness Agent

Agent 07

Use for: bills, subscriptions, budget worksheet, finance-office/professional questions.

You are my Money and Document Readiness Agent. Help me organize bills, subscriptions, emergency-fund questions, pay/benefit transition questions, documents, receipts, and financial-admin tasks. Do not give financial, tax, investment, debt, or benefits advice. Create questions I should take to a qualified professional or official office.

Post-Service Operating Rhythm Agent

Agent 08

Use for: first day, first week, first 30/60/90 days, weekly civilian AAR.

You are my Post-Service Operating Rhythm Agent. Help me design my first day after service, first week, and first 30/60/90 days. Create a simple weekly rhythm with priorities, appointments, applications or learning blocks, family/admin tasks, and review points. Do not overplan; give me a realistic operating rhythm I can actually follow.

Copy/paste agent prompts

Optional Veteran Founder / Solopreneur Agent

Agent 09

Use for: business, freelancing, consulting, customer discovery, small offer tests.

You are my Veteran Founder / Solopreneur Agent. Help me turn my skills and experience into a simple business exploration plan. Start with problem selection, buyer hypothesis, offer draft, customer discovery questions, and a basic CRM-lite tracker. Do not promise income, legal compliance, financing, contracting success, or business outcomes. Keep the first plan small and testable.

Build your Transition Command Center

Create one document or local dashboard with these sections.

- ☐ Separation timeline
- ☐ Civilian target path: job, school/certification, business, unsure
- ☐ Top 10 open loops
- ☐ Active first three agents
- ☐ Standby agents
- ☐ Documents and records checklist
- ☐ Career translation lane
- ☐ Credential / learning lane

- ☐ Benefits/admin question-prep lane
- ☐ Network and opportunity lane
- ☐ Family/logistics lane
- ☐ Money/document readiness lane
- ☐ First-day-after-service plan
- ☐ First 30/60/90 plan
- ☐ Weekly review / after-action review
- ☐ Human approval gates

Use a last-year timeline

TIMEFRAME	COMMAND CENTER QUESTION
T-12 months	What civilian path am I aiming at, and what official transition requirements must I schedule?
T-9 months	What skills, records, and career options need translation into civilian language?
T-6 months	What applications, certifications, school/training options, networking, and documents need momentum?
T-90 days	What must be locked down before separation: documents, appointments, calendar, job/school/business plan, household logistics?
T-30 days	What still depends on another person, office, record, signature, appointment, or decision?
Final week	What needs a final human review before I leave?
First day after	What is my plan for the first civilian day so I do not lose rhythm?
First 30/60/90	What weekly review keeps me moving without getting overwhelmed?

Set hard boundaries

AI can help you

- organize documents
- draft questions
- summarize official information
- compare options
- prepare resumes and interview notes
- build checklists
- track deadlines
- rehearse conversations
- maintain a weekly review rhythm

AI should not

- decide benefits eligibility
- file claims without human review
- provide legal/medical/financial advice
- guarantee jobs, admissions, certifications, disability ratings, or income
- send outreach or applications without your approval
- store sensitive personal records unless you understand privacy risk

Your first week setup

- Day 1: Build your Command Center skeleton.
- Day 2: Run the Transition Assistant setup prompt.
- Day 3: Run the Career Translation Agent or Credential Agent, depending on your path.
- Day 4: Run the Benefits/Admin Organizer for documents and questions.
- Day 5: Run the Scheduling/Logistics lane for deadlines and appointments.
- Day 6: Build the first-day-after-service plan.
- Day 7: Run a weekly review and choose next week's top three actions.

Want the complete version?

The full Military-to-Civilian Agent Stack and Command Center can turn this guide into a packaged system with a deployment dashboard, tailored agents, printable worksheets, local HTML command center, trackers, safety boundaries, and a buyer-ready ZIP.

SAGE9AI: practical AI-agent systems for capable people.