



Washington Air National Guard Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 16-008-ANG

POSITION INFORMATION

Position:	Squadron Superintendent	Grade:	E9
Location:	111 ASOS Camp Murray, WA	AFSC:	1C400
Opening Date:	6 November 2015	Closing Date:	19 November 2015

WHO CAN APPLY

All current AGR members of the Washington Air National Guard.

INITIAL ELIGIBILITY CRITERIA

The following criteria must be met as of closeout date of this announcement to be considered:

- Must have a minimum of 10 years JTAC and ASOS experience
- Must be an E8 or E9
- Must possess any of the following SEIs: 914, 279, 280, 281
- Must have completed CCAF degree
- Meet ANG fitness standards IAW AFI 36-2905 with a score of 75 or above (*applies only to current members of the USAF, USAFR or ANG*)
- Possess or be able to obtain a **SECRET** security clearance

SUMMARY OF DUTIES

The Squadron Superintendent leads the team at the heart of the organization and is responsible to provide for all certifications and qualifications for the unit's Joint Terminal Attack Controllers. JTACs are a crucial link in the Close Air Support (CAS) 'kill chain' providing targeting data and ensuring weapons effects do not harm friendly forces. They perform this mission in high stress, hostile combat environments supporting multi-service and coalition ground maneuver forces. The Lead will ensure the JTACs operate and function to meet the organization's mission, vision, goals and strategic plan. This is accomplished by creating scenarios which replicate these variable environments and prepares the team to operate effectively when they arrive in the combat zone. The position requires routine and reoccurring interaction with the Commander and routine translation of the Commander's guidance into actionable results. Position requires member to focus on how to work for every member of the unit, improve routine processes within the unit and facilitate and advocate for the unit and its members at Higher Headquarters. Member is responsible for monitoring all items with Commander visibility and ensuring that routine checks are occurring within Operations and Support on personnel and processes. Position requires mentoring and oversight of the Enlisted Evaluation process for content, intent and timeliness. Member is responsible for the mentoring and development of processes and systems which will lead to the Enlisted Squadron member's professional and personal development. Member must be prepared to listen to and in turn educate these same members on a routine basis. As part of this mentoring, member will incorporate this interaction in developing a plan for the professional progression of each Enlisted member of the Squadron. Position requires routine analysis of the Risk management process to ensure it is accurate and timely. Member will be responsible for understanding and listening to both Operations and Support



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issues and developing solutions and recommendations where necessary. Member will be responsible for providing guidance and oversight of products that leave the unit. Position requires member to be knowledgeable of and conversant with unit policies, budget and resource decisions, manpower and manning status' and decisions, and wartime tasking alignments. Member will provide influence through guidance and education and will ensure subordinates are empowered to act independently within the Commander's intent. Maintains records of work accomplishments and administrative information, then coordinates the preparation, presentation and communication of work-related information to the supervisor. Records of work include proper documentation of JTAC qualifications, voice and data communications equipment discrepancies identified during operations and time allocated by team members outside normal work schedules. Represent the team in dealings with the supervisor or manager for the purpose of obtaining resources (e.g., updated computer hardware and software availability, use of overtime or compensatory time), and securing needed information or decisions from the supervisor on major work problems and issues that arise (e.g., JTAC availability for currency, recent 'off-the-shelf' technology advances and latest Tactics, Techniques and Procedures). Report to the supervisor on a regular basis on the teams work (operational scenarios) problems in mastering tasks and work process, and individual and teams training needs. Estimate and report to the team on progress in meeting established milestones and deadlines for completion of assignments, projects and tasks, and ensure that all team members are aware of and participate in planning for achievement of team goals and objectives.

ELEMENTS

The following elements are considered essential for successful performance in this position. Response to the Elements is voluntary, however written response to each of the following Elements will ensure that specialized experience is recognized.

- Knowledge of Theater Air Control Operations Procedures
- Knowledge of Tactical Air Control Party (TACP) and Air Support Operations Center (ASOC) equipment, operations and training
- Knowledge of Air Force Training and Standardization/Evaluation policies and procedures; experience with Air Force Inspection System
- Knowledge of DoD Joint Counterland doctrine, tactics, techniques and procedures
- Experience with enlisted leadership, project management, process improvement, and Lean/AFSO-21 implementation
- Experience executing deliberate force management practices

APPLICATION INSTRUCTIONS

Applicants may apply for this position by submitting the following:

- 1) Resume cover letter (*not required, but highly encouraged*).
- 2) NGB 34-1, *Application for Active Guard Reserve (AGR) position*
- 3) Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties)
- 4) Current Report of Individual Person (RIP) (*only applies to current members of the USAF, USAFR or ANG*)
- 5) Point Credit Summary (PCARS) from the vMPF. Print "View All", minus the PCARS definitions and FAQ pages (*only applies to current members of the USAFR or ANG*)



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- 6) Current Report of Individual Fitness (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Response to Job Elements (*not required, but highly encouraged*)
- 8) NO BINDERS OR BOUND DOCUMENTS

Email applications to: REBEKAH.L.STROMAIN.MIL@MAIL.MIL

When emailing applications, please put the announcement number and last name in the subject line

Applications can also be mailed to:

33 41st Division Way, Building 33
Camp Murray, WA 98430
Attn: Air AGR Manager

Applications must be received by this office by 1630 on the closing date of the announcement. **If you are sending your application via Priority Mail, Fed Ex, etc please allow an additional 3-5 days to the shipping time as they are not delivered directly to HRO.** Applications not received by HRO by the closing date will not be accepted. Applications will not be returned.

ADDITIONAL INFORMATION

- Equal Employment Opportunity: The Washington National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.
- Enlistment/Appointment in the Washington Air National Guard is a condition for retention in the AGR program.
- Potential for promotion in the position is conditional upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the Adjutant General of the State of Washington or designated representative.
- Applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD) for officers, age 60 for enlisted. If unable to meet this requirement a statement of understanding must be completed prior to start date.
- Military grade cannot exceed the maximum military grade authorized. A member who is overgrade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.
- Point of Contact for general AGR announcements:
SMSgt Rebekah St.Romain, AGR Manager for Air (253) 512-8347