



Washington Air National Guard Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 17-002-ANG

Amended 1 November 2016

POSITION INFORMATION

Position: Cyberspace Operator/Info System Security Manager **Grade:** E-8/SMSGt

Location: 143 IOS, Camp Murray, WA **AFSC:** 1B471

Opening Date: 21 October 2016 **Closing Date:** 22 November 2016

WHO CAN APPLY

All current members of the Washington Air National Guard and those eligible to join.

INITIAL ELIGIBILITY CRITERIA

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

- Applicants must possess 1B471 or 3D073 AFSC
- Applicants, at minimum, must be in the grade of MSgt/E-7
- Applicants must have completed USAF SNCOA in-residence or by correspondence or **must complete the USAF SNCOA within 36 months of assignment**
- Meet ANG fitness standards IAW AFI 36-2905 with a score of 75 or above for entry into the AGR Program.
- Possess or be able to obtain a **TOP SECRET/SCI** security clearance

SUMMARY OF DUTIES

Prepares, performs, and directs cyberspace operations, information assurance actions, and training, supporting the unit's operational readiness and mission execution. Implements directives from higher headquarters. Coordinates staff activities pertaining to unit personnel and information management, financial and supply management, planning, and programming to ensure accomplishment of unit mission. Mentors and develops Airmen.

Serves as unit's Information Systems Security Manager. Installs and configures hardware and software of a variety of IT systems with different hardware and operating systems. Serves as a system administrator responsible for planning, coordinating, modifying, implementing, and troubleshooting in order to meet customer needs. Performs security management in accordance with a variety of Higher Headquarters regulations and policies. Ensures the unit meets all special requirements associated with classified IT systems. Analyzes, evaluates, and recommends hardware and software changes to various computer systems. Develops guidelines, standard operating procedures, bulletins, and fliers regarding the operation/use of assigned C4 systems, services, and activities.

Incumbent is expected to fill regular rotations of on-call response within 1 hour of alarm notification, approximately 3-4 times per year.



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Must have CVA/H Initial Qualification Training and Mission Qualification Training complete w/in 1 year of start (subject to school availability).

Must gain and maintain Combat Mission Ready status as needed for mission accomplishment.

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 and skill to develop effective training programs to ensure drill status guardsmen are properly trained and able to perform assigned activities
- Knowledge of Air Force, Air National Guard, and Joint cyberspace operations force structure and employment models
- Knowledge of systems analysis, configuration management, and computer equipment requirements related to networks to assess vulnerabilities. Skill in evaluating innovative approaches to achieve tactical objectives or aid mission partners in mitigating risks
- Knowledge and experience in establishing and maintaining certification and accreditation for classified systems
- Ability to mentor and develop junior Airmen

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* (Current version dated 20131111)
- 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) from the vMPF under Self-Service Actions, Personal Data. A CDB, Career Data Brief, is **NOT** a substitute. (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*)
- 6) Current Report of Individual Fitness from AFFMS II (*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: LORIE.K.MOORE.MIL@MAIL.MIL

****If you do not receive an email confirmation of receipt within 3 duty days of emailing your application, please contact SMSgt Lorie Moore at 253-512-8347 or DSN 323-8347***



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

Applications can also be mailed to:

HUMAN RESOURCES OFFICE/AGR
Attn: SMSgt Moore/Air AGR Manager
33 41st Division Way, Bldg 33
Camp Murray, WA 98430

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 Lorie Moore, AGR Manager for Air (253) 512-8347