

CORRECTED COPY



WASHINGTON ARMY NATIONAL GUARD

J1-Human Resources Office

Active Guard Reserve (AGR) Announcement

Job Announcement # **20-001**

OPEN TO CURRENT MEMBERS OF THE WASHINGTON ARMY NATIONAL GUARD OR APPLICANTS WHO ARE ELIGIBLE FOR IMMEDIATE ENLISTMENT/APPOINTMENT IN THE WASHINGTON ARMY NATIONAL GUARD.

OPENING DATE: 11 December 2019

CLOSING DATE: 14 January 2020

VACANCY ANNOUNCEMENT: STATEWIDE

All applicants **MUST** be worldwide deployable.

MINIMUM GRADE REQUIREMENT: 1LT: \$3188.40 - \$4011.90 depending on years of service, plus allowance for rations, uniforms, and housing.

POSITION: Training Officer (**01A**)

UNIT: Headquarters and Headquarters Company, 420th Chemical Battalion

DUTY LOCATION: Yakima, WA

SECURITY CLEARANCE: Secret

BRIEF DESCRIPTION OF DUTIES:

Responsible for development of plans and programs for the accomplishment of the objectives of the command. Formulates, oversees, and evaluates the overall training programs of the command. Develops short range training plans, calendars, orders, and back-briefs to ensure the Command Team understands the common operational picture (COP) of all unit activities. Issues implementing instructions to subordinate units. Reviews training evaluation reports to identify needed revisions or improvements to training activities. Reviews plans and schedules of subordinate units and recommends approval on revision as necessary. Provides guidance and assistance to subordinate units for scheduling and conducting training. Sets suspense for the Battalion's individual training program to ensure minimum MOSQ standards are met within resource constraints. Serves as the primary focal point within the Battalion for overall training management in accordance with applicable regulations. Coordinates, reviews, and approves subordinate unit's yearly training plans and monthly schedules. De-conflicts timelines and synchronizes events to develop aggressive focused operations for all elements of the Battalion. Advises the Battalion S3 and Commander on capabilities, posture, and employment of all resources. Develops, refines, and battle-tracks execution of tactical plans. Assists and teaches various tasks to the Battalion staff to include the Troop Leading Procedures, Military Decision Making Process, the capabilities of available assets and the enemy, and how to lead and mentor subordinates. Coordinates with external agencies such as Mobile Training Teams (MTT), Program Managers (PM), and Designated Training Authority for conducting training. Schedules and coordinates the use of training sites and facilities. Coordinates with other staff elements to ensure all required equipment and supplies are available to support training activities. Directs the procurements of training aids, manuals, and other instructional material. Is the focal point for preparation of the Commander's Unit Status Report (CUSR). Performs additional duties as assigned

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MINIMUM QUALIFICATIONS:

Open to all qualified commissioned officers in the grade of **1LT** through **CPT** (AGR & Traditional).

Promotion will not exceed maximum rank authorized of **CPT** for this position.

CONDITIONS OF EMPLOYMENT:

1. Applicants must meet medical fitness standards established in AR 40-501, Chap 2, 3, 4, or 5 as applicable and must meet body composition standards prescribed in AR 600-9.
2. Individual selected will be required to pass a diagnostic Army Physical Fitness Test (APFT) upon selection, for entry into the AGR Program; those unable to take the APFT due to a profile must wait until they are able to complete the APFT.
3. Must be able to complete a 3-year initial tour of active duty before one of the following:
 - (a) Reaching the applicable date for Retention Control Points based on grade.
 - (b) Reaching the date of mandatory removal from an active status based on age or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.
4. Applicants meeting any condition listed in Table 2-3, AR 135-18 will be determined ineligible to enter the AGR program.
5. Applicants are encouraged to refer to detailed qualifications in Chapter 2, AR 135-18.
6. Individual selected must have at a minimum an Interim Secret Clearance to enter into the AGR program. All Soldiers in an AGR status are required to maintain at least a SECRET security clearance regardless of the Soldier's primary military occupational specialty (PMOS). See NGWA-HRO, Security Clearance Policy dated 5 November 2013 for further guidance.
7. All applicants must possess a valid civilian motor vehicle operator's license and become licensed to operate military vehicles organic to the unit.

ADDITIONAL INFORMATION:

- Acceptance of an AGR position will terminate eligibility for all bonuses and student loan repayments effective on the date of entry into AGR status. This does not affect Montgomery GI bill eligibility.
- If applicable, promotion will not exceed maximum grade authorized for the position occupied.
- Individual selected will be ordered to/or continued on full-time military duty under the provisions of Title 32 USC 502(f) in Washington State. Subsequent tours are at the discretion of The Adjutant General.
- Individuals entering the AGR program are required to enroll in the Army Sure-Pay Program (direct deposit).
- Individual selected will be stabilized in the position for the first 18 months, each transfer after the initial 18 months will be 12 month tours. An exception to the 18 month and 12 month rule requires prior approval from TAG.
- Applicants must satisfy requirements outlined in Chapter 2, NGR 600-5, AR 135-18, NGR 600-200, NGR 601-1(ch 2-7), and DA Pam 611-21.

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APPLICATION PROCEDURE:

Please see VACANCY ANNOUNCEMENT CHECKLIST included with the announcement for required documents to submit with your application. All applications must be received at HRO-AGR, NLT **COB 1630** hrs PST on the closing date. **Early submission** is highly suggested.

E-mail applications: HRO-AGR Applications Distro List
ng.wa.waarng.list.agr@mail.mil

Note: Application packets will be printed only in black and white. If you do not receive a confirmation of receipt within **2** business days of submission, please contact the HRO-AGR office at (253) 512-8396 or 8822.

POSITION FILL:

Applications received are reviewed for eligibility. Complete and accurate data is essential to ensure fair evaluation of candidates. **Application packets missing documents and/or vital or current data will not be considered and will be determined UNQUALIFIED.** It is the applicant's responsibility to ensure the NGB 34-1 and all supporting documents are accurate and complete.

EQUAL OPPORTUNITY:

This position will be filled without regard to race, color, gender, religion, national origin, or political affiliation. This announcement will be posted on the website below:

Washington Military Department website at <https://mil.wa.gov/job-opportunities/federal-human-resources/agr-positions>

You can reach the HRO-AGR office at (253) 512-8396 or 8822.

FOR THE ADJUTANT GENERAL:

//S//
KRYSTIAN D. DERDA
MAJ, IN, USA
AGR Manager

DISTRIBUTION: A

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APPLICATION PACKET PREPARATION

HOW TO APPLY:

PORTFOLIO PDFs AND PDFs WITH ATTACHMENTS WILL NOT BE ACCEPTED.

All applicants must submit a **complete single PDF** application packet via email to HRO-AGR Services (ng.wa.waarng.list.agr@mail.mil) to be considered for an AGR position. Packets submitted with multiple attachments will be returned.

The documents listed on the checklist may be located on iPERMS, AKO, or through your Readiness NCO/Battalion S1. It is highly recommended that all applicants use these sources to assist with packet assembly. Follow the checklist for guidance in packet preparation.

- NGB Form 34-1 <http://www.ngbpdc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf> (Application for AGR Position) dated Nov 2013 (**must be signed and dated**); **if applicable attach a sheet explaining any “yes” answers to section IV.**
- Make all entries legible and complete. **Job Announcement Number and Position Title are required for all applications. Please include contact information (i.e. phone numbers, complete address, and an e-mail address).**
- Submit copies of supporting documents that are **up to date.**
- Make sure copies are clearly legible throughout.
- Additional supporting documents (letters of recommendation, certificates, diplomas, etc) will be placed at the end of the packet.

The applicant is responsible for ensuring the application is complete and all required documents are correct, current, and included. If an incomplete packet leads to the inability to determine eligibility notification will be sent to the individual indicating the reason for disqualification. All application packets submitted become the property of the HRO-AGR Office and will not be returned.

TITLE 32 AGR APPLICATION CHECKLIST (Officer)

*****INCOMPLETE APPLICATION MAY NOT BE ACCEPTED*****

LAST NAME:

ETHNICITY:

RANK:

SSN:

DAYTIME PHONE:

EMAIL:

CURRENT STATUS (SELECT ONE):

VACANCY ANNOUNCEMENT #

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS (Packets not containing all documentation IAW guidance below may not be considered)

1. NGB Form 34-1 dated Nov 2013 (Hyper-link: <http://www.ngbpdc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf> must be complete with signature and date)
2. Biographical Summary, IAW NGR 600-100, Appendix H
3. Current copy of Record Brief (ORB/ERB as applicable)
4. Individual Medical Readiness (IMR) Report from MEDPROS with last Physical Health Assessment (PHA) within **12 months** of application. It is important that you print the report, not the web-page screen. (Log into AKO, My Medical Readiness Status, View Detailed Information, IMR Record)
5. Copies of all DD 214's (MEMBER -4) and NGB 22's showing all prior service
6. Current NGB Form 23-B (Retirement Points History Statement) if a member of the National Guard
7. Current DA Form 1506 (Statement of Service) if NGB Form 23-B is not available
8. Official DA photograph, IAW AR 640-30, Paragraph 6
9. Record APFT (DA Form 705) dated within **6 months** of application if AGR or FTNGD-OS, or within **1 year** if M-day in accordance with AR 350-1, Appendix F, Para F-5
10. Memorandum stating height and weight compliance addressed to the President of the Board and signed by applicant's unit Readiness NCO, First Sergeant, or Commander. Memorandum must be dated **within 30** days of application. Regardless of rank or position, applicants may NOT sign their own memorandum.
11. Copies of **last five** evaluations in entirety
12. Current **Washington AGR** Soldiers applying need a memorandum from the full time chain of command endorsing your application (BN Admin Officer, and MSC Admin Officer)
13. Memorandum of explanation for missing documentation (if applicable). **Examples include** missing evaluations, Security Clearances older than 10 years, and incomplete data on Record Briefs
14. **Enlisted applicants** - Predetermination approval letter, and Chapter 2 physical dated within **1 year** of application