

POST ON BULLETIN BOARD
DRILL STATUS GUARDSMAN
POSITION VACANCY ANNOUNCEMENT
141st AIR REFUELING WING
WASHINGTON AIR NATIONAL GUARD
DSG ANNOUNCEMENT # FY-20-02-029

! CLOSING DATE EXTENDED !

WASHINGTON AIR NATIONAL GUARD	OPENING DATE:	CLOSING DATE:	POSITION NUMBER:
141st ARW/EO 5 West Bong Street Fairchild AFB WA 99011	11 Feb 2020	30 Jun 2020	0976906
POSITION TITLE, GRADE, AFSC, FACILITY:			
Equal Opportunity Professional, MSgt, 3F471			
MINIMUM REQUIREMENTS FOR CONSIDERATION:			
Minimum Grade of E5; Holds a 5-Level in any AFSC; Recommendation Letter from Unit Commander noting no disciplinary actions or financial irresponsibility; Ability to speak distinctly in both written & verbal communication; No record of EO issues or violations, nor substandard performance issues; No LOR or Article 15s issued; Must be able to attend DEOMI's 10-week course within two years of obtaining position (course offered twice per year).			
AREA OF CONSIDERATION:			
Current members of the Air National Guard who meet all eligibility requirements.			
WORKING CONDITIONS:			
The RSD working conditions are typically out around the 141 st ARW at Fairchild AFB, WA with some travel required to attend or presenting trainings.			
SUMMARY OF DUTIES:			
Performs, supervises, and manages equal opportunity (EO) and human relations education (HRE) programs. Conducts administrative functions to support EO programs and provides services to prevent and eliminate EO/HRE issues. Present EO education presentations and use interviewing and counseling techniques to forward the EO program. Use alternative dispute resolution techniques to come to resolutions. Prepare and maintain annual reports, case files, and records.			
OTHER REQUIREMENTS:			
<ul style="list-style-type: none"> It is preferred and desirable to have the completion of any the following College Courses in: Communications, English, Social Sciences, Sociology, Psychology, Human Resources, Organizational Development, or Public Speaking. 			
SPECIALIZED NOTES:			
<ul style="list-style-type: none"> EO Professional is critical to Wing Commander's overall EO Program and success. Trains Airmen on prevention of discrimination and sexual harassment. Assists Squadron Commanders with EO concerns and training throughout their units. Truly believe in the EO Program, missions, and advancement of human relations education. 			

SPECIALIZED EXPERIENCE:	
Knowledge of laws, principles, and policies of the EO program a plus.	
INSTRUCTIONS TO APPLICANTS	
APPLICATION REQUIREMENTS:	
1. Resume cover letter that outlines the applicant's interest in applying for this EO position and what experience he/she brings to the EO office. 2. Resume (should include civilian and military service with a brief recap of duties). 3. Last three (3) EPRs. 4. Letter of recommendation from applicant's unit commander with a statement indicating the applicant does not have a record of disciplinary action or financial irresponsibility.	
EMAIL RESUME TO: Major Jessica Gruver Koefod jessica.gruver_koefod.4@us.af.mil Application Packages must be received NLT 1500 on closing date of 30 Jun 2020 .	OR SEND TO: 141 ARW/EO 5 West Bong Street FAIRCHILD AFB WA 99011 Applications must be received NLT 1500 on closing date.

EQUAL OPPORTUNITY: This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration. Selection and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan.