

**POST ON BULLETIN BOARD
DRILL STATUS GUARDSMAN
POSITION VACANCY ANNOUNCEMENT
252 CYBERSPACE OPERATIONS GROUP
WASHINGTON AIR NATIONAL GUARD
DSG ANNOUNCEMENT # 20-61**

WASHINGTON AIR NATIONAL GUARD	OPENING DATE:	CLOSING DATE:	POSITION NUMBER:
252 Cyberspace Operations Group 855 Lincoln Blvd, JBLM, WA 98438	4 Dec 20	Until Filled	0087089234
AFSC, POSITION TITLE, GRADE:			
3F2X1, Group Training Manager, MSgt or Promotable TSgt			
MINIMUM REQUIREMENTS FOR CONSIDERATION:			
<ol style="list-style-type: none"> 1. Must possess be eligible to obtain a SECRET security clearance. 2. Must possess 3F2X1 AFSC (5 or 7-level). 3. Must meet USAF physical fitness standards. 			
SPECIALIZED EXPERIENCE:			
<ol style="list-style-type: none"> 1. Ability to analyze and evaluate raw data in order to provide finished reports. 2. Demonstrated initiative and ability to identify and solve problems independently, consistent with Commander's expectations. 3. Provides positive guidelines, opportunities for personnel career progression, and career counseling. 4. Must demonstrate excellent interpersonal and communication skills, both orally and in writing. 5. Ability to lead and work independent of direct supervision when necessary. 			
OTHER REQUIREMENTS:			
<ol style="list-style-type: none"> 1. Completion of USAF Non-Commissioned Officer Academy in-residence or by correspondence is mandatory. 2. Expected to attend Regularly Scheduled Drill periods, Annual Training, and remain eligible for World Wide Deployments. 			
AREA OF CONSIDERATION:			
All members of the Air National Guard and those who are eligible to serve in WA ANG.			
WORKING CONDITIONS:			
The majority of selectee's time will be working with the 252 Group staff; additional time may be spent working with supported units.			
SUMMARY OF DUTIES:			
<p>Manages the unit On-the-Job Training (OJT) program. Develops and implements policies and procedures to provide a uniform and effective internal OJT program. Conducts meetings to familiarize trainers and supervisors with the concepts, scope, objectives, methods and procedures, which must be followed. Insures that all eligible personnel are entered in upgrade training (UGT) and receive applicable Career Development Courses (CDCs). Coordinates with and advises commanders on the progress of trainees and schedules supervisor and commander evaluations at required time frames. Processes classification actions as necessary. Manages unit formal training program by providing duty sections with guidance on all aspects of formal training. Monitors the formal training program to include technical courses, CDCs, and OJT for all sections serviced. Advises Commander, section OICs, trainers and supervisors of the policies, status, progress and programming of training. Manages the ancillary training program (ATP). Standardizes training procedures and techniques. Develops, tracks, and reports on unit-wide ATP using automated tools. Focal point for all Computer Based Training (CBT) programs, Distance Learning (DL) programs, and Warrior Network programs, to include setup, operation and program availability. Integrates training needs and priorities into the unit's planning and decision-making. Ensures unit has developed a training plan annually, which will include upgrade training for all assigned personnel, and indicate which type of training will be accomplished at each Unit Training Assembly (UTA). Serves as the unit's liaison for external training opportunities and resources.</p>			

INFORMATION

1. If selectee is an AGR, assumption of position cannot be made until the Manning Change Request (MCR) has been approved by NGB.
2. If this is a promotion announcement, but a change is required to the manning document – the promotion package may not be submitted until the Manning Change Request (MCR) has been approved by NGB.
3. The unit POC for this announcement must submit a completed DSG Selection Package to the FSS certifying validity of the interview and selection process.

INSTRUCTIONS TO APPLICANTS

APPLICATION REQUIREMENTS:

1. Cover Letter
2. Resume that validates member can perform duties outlined in SUMMARY OF DUTIES
3. vMPF RIP (within 30 days)
4. Current Fitness Assessment Results

EMAIL APPLICATION TO:

CMSgt Steven Kautzman

Steven.kautzman@us.af.mil

Subject line must read: 252 COG 3F2 Application

Applications must be received NLT 1200 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.