

POST ON BULLETIN BOARD  
**DRILL STATUS GUARDSMAN**  
**POSITION VACANCY ANNOUNCEMENT**  
**141st MISSION SUPPORT GROUP**  
**WASHINGTON AIR NATIONAL GUARD**  
**DSG ANNOUNCEMENT # FY-21-01-028**

<b>WASHINGTON AIR NATIONAL GUARD</b>	<b>OPENING DATE:</b>	<b>CLOSING DATE:</b>	<b>POSITION NUMBER:</b>
141st Mission Support Group 5 West Bong St, Room 163 Fairchild AFB WA 99011	10 Jan 2021	Until Filled	0884640
<b>POSITION TITLE, GRADE, AFSC, FACILITY:</b>			
Commander Support Staff, MSgt, 3F071			
<b>MINIMUM REQUIREMENTS FOR CONSIDERATION:</b>			
Current MSgt or promotable TSgt that meets time in service (TIS), time in grade (TIG), PME requirements and meets Air Force fitness standards. Must agree to serve a term of no less than 3 years from date of selection and maintain retention capability. Must have a CCAF degree or obtain a CCAF waiver to be promoted.			
<b>AREA OF CONSIDERATION:</b>			
Current members of the 141st Mission Support Group			
<b>WORKING CONDITIONS:</b>			
The UTA working conditions are typically within the 141st Mission Support Group at Fairchild AFB, WA. TDYs and deployments as required to support the mission.			
<b>SUMMARY OF DUTIES:</b>			
This position provides leadership and management in organizing, equipping and training assigned personnel to support Federal and WA State missions. Manages and directs Air Force personnel resource activities and functions. Advises on career progression. Updates military personnel system (PDS) records. Assists personnel in making career decisions and advises on benefit programs to Drill Status Guard/Military personnel and family members. Interprets and enforces policies and applicable directives. Establishes management control procedures to meet mission goals and standards. Recommends or initiates actions to improve organizational operations efficiencies. Resolves issues between subordinates, other groups, wing staff, and outside agencies.			
<b>OTHER REQUIREMENTS:</b>			
<ul style="list-style-type: none"> <li>• Ability to read, understand, interpret and administer Air Force Instructions (AFIs), laws, and directives.</li> <li>• Ability to effectively lead personnel and support them through mentoring.</li> <li>• Ability to evaluate, rate and prepare reports on effectiveness of resource usage, systems performance, customer service, supplies, scheduling, processing, and administrative activities.</li> <li>• Ability to plan, program and develop budget inputs to ensure resource availability for operational requirements.</li> <li>• Ability to effectively communicate both orally and in writing with all levels of personnel to include National Guard Bureau.</li> </ul>			

**SPECIALIZED EXPERIENCE:**

Working knowledge of AFSSO21 and/or LEAN process management.

**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 FSF/FSS certifying validity of the interview and selection process.

**INSTRUCTIONS TO APPLICANTS****APPLICATION REQUIREMENTS:**

1. 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)
2. Current Report of Individual Person (RIP)
3. Current Report of Individual Fitness

**EMAIL RESUME TO:**

CMSgt Shane Sweeney  
[shane.sweeney.2@us.af.mil](mailto:shane.sweeney.2@us.af.mil)  
141 MSG/CCC  
5 WEST BONG ST, Suite 201  
FAIRCHILD AFB WA 99011  
Applications must be received NLT 1200  
on closing date.

**OR SEND TO:**

TSgt Leticia A. Blevins  
[leticia.blevins.1@us.af.mil](mailto:leticia.blevins.1@us.af.mil)  
141 MSG/CSS  
5 WEST BONG ST, Suite 200  
FAIRCHILD AFB WA 99011  
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.