

**DRILL STATUS GUARDSMAN  
POSITION VACANCY ANNOUNCEMENT  
HEADQUARTERS WASHINGTON AIR NATIONAL GUARD  
DSG ANNOUNCEMENT # 23-15**

<b>WASHINGTON AIR NATIONAL GUARD</b>	<b>OPENING DATE:</b>	<b>CLOSING DATE:</b>	<b>POSITION NUMBER:</b>
118 Infantry Drive, Camp Murray, WA 98430	28 NOV 2023	UNTIL FILLED	074745534
<b>POSITION TITLE, GRADE, AFSC, FACILITY:</b>			
Public Affairs Officer; Grade: O-3 to O-5; AFSC: 35P4; Facility: Building 118			
<b>MINIMUM REQUIREMENTS FOR CONSIDERATION:</b>			
<ol style="list-style-type: none"> <li>1. Must hold the 35P AFSC.</li> <li>2. Minimum grade for this position is O-3/Capt.</li> <li>3. Must meet Air Force physical fitness standards IAW DAFMAN 36-2905 with a score of 75 or above (<i>only applies to current members of the USAF, USAFR or ANG</i>)</li> <li>4. Must possess or be able to obtain and maintain a <b>SECRET</b> security clearance.</li> </ol>			
<b>SPECIALIZED EXPERIENCE:</b>			
Knowledge of missions, roles, functions, organizational structures, relationships, operational planning objectives, policies, customs and courtesies, and history of the Air Force; oral, written, and visual communication concepts and principles; traditional and emerging methods and techniques of disseminating information; basic communication theory; legal and ethical considerations surrounding the practice of communication; communication research and analysis; and joint expeditionary operation environments.			
<b>OTHER REQUIREMENTS:</b>			
Expected to attend all Regularly Scheduled Drills (RSDs), Annual Training (AT), and remain eligible for World Wide Deployments.			
<b>AREA OF CONSIDERATION:</b>			
All members of the Washington Air National Guard and those eligible to commission in the Washington Air National Guard.			
<b>WORKING CONDITIONS:</b>			
Work may be performed in the office or on location. The work is primarily sedentary, although there is some walking, travel, and carrying of lightweight equipment and materials. Assignments may typically require long periods of standing, stooping, or walking. Work is typically performed in adequately lighted and climate-controlled offices. Incumbent may be exposed to varying outdoor weather conditions, but requires no special safety precautions.			
<b>SUMMARY OF DUTIES:</b>			
<ol style="list-style-type: none"> <li>1. Responsible for coordinating the planning and development of complex, high-level public affairs assignments.</li> <li>2. Research, draft, coordinate, produce and review public affairs products.</li> <li>3. Maintain effective working relationships with officials of various senior wing leadership, civic, news media, community groups, as well as local, state and national government officials, and the general public.</li> <li>4. Creates, new, adapts, or modifies accepted communication campaign formats to reach a target audience with a specific message.</li> </ol>			
<b>INSTRUCTIONS TO APPLICANTS</b>			
<b>APPLICATION REQUIREMENTS:</b>			
Applicants will be scheduled for interview once completed packages have been received and reviewed. All packages will be considered for all vacancy announcements.			
Please submit:			
<ul style="list-style-type: none"> <li>- Cover letter (<i>not required, but highly encouraged</i>)</li> <li>- Resume</li> <li>- Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages (<i>only applies to current members of the USAF, USAFR or ANG</i>)</li> <li>- Point Credit Summary (PCARS) from the vMPF, under Self-Service Actions, Personal Data, PCARS. Print "View All", minus the PCARS definitions and FAQ pages (<i>only applies to current members of the USAFR or ANG</i>)</li> <li>- Current Fitness Report from myFSS (<i>only applies to current members of the USAF, USAFR or ANG</i>)</li> <li>- Letter(s) of Recommendation (optional)</li> </ul>			
Submit complete application package to:			
<b>HQ WA ANG/A1</b>			
<b>Attn: SMSgt Bryna Kelm</b>		<b>Phone #: COMM (253) 512-3364 / DSN 370-3364</b>	
<b>118 Infantry Drive</b>			
<b>Camp Murray, WA 98430-5012</b>		<b>Or email package to: bryna.kelm@us.af.mil</b>	

**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.