

**POST ON BULLETIN BOARD  
DRILL STATUS GUARDSMAN  
POSITION VACANCY ANNOUNCEMENT  
242D COMBAT COMMUNICATIONS SQUADRON  
WASHINGTON AIR NATIONAL GUARD  
DSG ANNOUNCEMENT # FY-24-07-035**

<b>WASHINGTON AIR NATIONAL GUARD</b>	<b>OPENING DATE:</b>	<b>CLOSING DATE:</b>	<b>POSITION NUMBER:</b>
242d Combat Communications Squadron Fairchild AFB WA 99011	30 July 2024	31 Oct 2024	1029668
<b>POSITION TITLE, GRADE, AFSC, FACILITY:</b>			
First Sergeant, MSgt, 8F000			
<b>MINIMUM REQUIREMENTS FOR CONSIDERATION:</b>			
<ul style="list-style-type: none"> <li>• Must be a Master Sergeant, or Technical Sergeant meeting all requirements for promotion to Master Sergeant.</li> <li>• Must complete USAF First Sergeant Academy (FSA) within 12 months of assignment.</li> <li>• Must complete SNCOA (unless previously completed) within eighteen months of appointment.</li> <li>• Must complete CCAF (unless previously completed) within 18 months of completing the FSA.</li> <li>• Per AFI 36-2113, Must have an 80 or above on last two Physical Fitness Assessments (or a 90 or above on last Physical Fitness Assessment), and no exemptions from any component (except for deployment and/or pregnancy) for their most recent assessment.</li> <li>• Must agree to serve a term of no less than 3 years from date of graduation from the USAF FSA and maintain retainability.</li> <li>• Must exhibit exceptional integrity and leadership qualities, while exemplifying the Core Values of the Air Force and the Air National Guard.</li> <li>• Must demonstrate the ability to speak distinctly, have strong writing skills and experience counseling personnel.</li> <li>• Must possess and maintain a SECRET security clearance or higher.</li> </ul>			
<b>OTHER REQUIREMENTS:</b>			
<ul style="list-style-type: none"> <li>• Knowledge in directives and procedures in the following areas: First Sergeants, Personnel, Training, Awards and Decorations, Evaluations, and Family Programs.</li> <li>• Ability to read, understand, interpret and administer Air Force Instructions (AFI), laws, and directives.</li> <li>• Ability to effectively communicate both orally and in writing with all levels of personnel to include National Guard Bureau.</li> <li>• Ability to effectively lead personnel.</li> <li>• Ability to independently identify unit-level weaknesses and develop solutions that are effectively implemented with successful results.</li> </ul>			
<b>AREA OF CONSIDERATION:</b>			
All members of the Air National Guard and those eligible for enlistment in the Washington Air National Guard.			
<b>WORKING CONDITIONS:</b>			
Must be able to meet the travel and mission requirements of the 242 CBCS and this position, as well as performing additional planning days required by the Commanders. Member is expected to attend all RSD's and Annual Training to include potential wing deployment commitments.			

<b>SUMMARY OF DUTIES:</b>	
<p>Advises the commander on a wide range of topics including health, esprit de corps, discipline, mentoring, well-being, career progression, professional development, and recognition of all assigned enlisted members. Assists the commander in preparation information programs (e.g., commander's call). Works with fellow Senior Non-Commissioned Officers (SNCOs) and supervisory personnel to ensure discipline is equitably maintained; and the health, esprit de corps, mentoring, and welfare of the enlisted force are met. Ensures training is provided on matters of leadership, customs and courtesies, dress and personal appearance, self-discipline, adherence to standards, drill and ceremony, safety, hygiene, and sanitation. Supervises administrative actions directed by the commander. Performs quality force review and ensures timely processing of awards, decorations, favorable communications, promotions, demotions, classification action, quality control actions, and disciplinary actions. Develop and executes specific goals, plans, and objectives to address personnel issues related to enlisted members.</p>	
<b>SPECIALIZED EXPERIENCE:</b>	
<p>Eligibility will be in compliance with State, Wing, and Group hiring requirements for E-7 and above.</p>	
<b>INFORMATION</b>	
<ol style="list-style-type: none"> <li>1. If selectee is an AGR, assumption of position cannot be made until the Manning Change Request (MCR) has been approved by NGB.</li> <li>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.</li> <li>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.</li> </ol>	
<b>INSTRUCTIONS TO APPLICANTS</b>	
<b>APPLICATION SUBMISSION REQUIREMENTS:</b>	
<ol style="list-style-type: none"> <li>1. Resume cover letter</li> <li>2. Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, a brief recap of duties, and security clearance)</li> <li>3. Current Report of Individual Person (RIP from vMPF)</li> <li>4. Point Credit Summary (PCARS) from vMPF</li> <li>5. Current Report of Individual Fitness from myFitness</li> <li>6. Letter(s) of Recommendation (Optional)</li> </ol>	
<b>EMAIL RESUME TO:</b>	<b>OR SEND TO:</b>
<p><b>TSgt Junelee De Pio</b> junelee.de_pio.3@us.af.mil</p> <p><b>MSgt Stacy Painter</b> stacy.painter.1@us.af.mil</p> <p>Applications must be received NLT 1200 on closing date.</p>	<p>242 CBCS/CCQP 15 S. Graham Road Fairchild AFB, WA 99011</p> <p>Applications must be received NLT 1200 on closing date.</p>

**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.