

**DRILL STATUS GUARDSMAN
POSITION VACANCY ANNOUNCEMENT
194TH WING, WA ANG
DSG ANNOUNCEMENT # 24-28**

WASHINGTON AIR NATIONAL GUARD	OPENING DATE:	CLOSING DATE:	POSITION NUMBER:
54 SGT MAJOR DR Camp Murray, WA 98430	20240901	20241025	105570034
POSITION TITLE, GRADE, AFSC, FACILITY:			
Human Resource Advisor, Senior Master Sergeant (SMSgt), 3F091, Building 54, Camp Murray, WA			
MINIMUM REQUIREMENTS FOR CONSIDERATION:			
The following criteria must be met as of closeout date of this announcement to be considered:			
<ol style="list-style-type: none"> 1. Must hold the 3F0X1 AFSC, at the 7-level 2. Minimum grade for this position is E-7/MSgt promotable to SMSgt. 3. Must meet Air Force physical fitness standards IAW AFI 36-2905 with a score of 75 or above (<i>only applies to current members of the USAF, USAFR or ANG</i>) 4. Must possess or be able to obtain and maintain a SECRET security clearance. 			
OTHER REQUIRMENTS:			
<ul style="list-style-type: none"> • Selectee will be required to complete ANG HRA Orientation Course as soon as possible—but no more than 6 months after appointment to the Wing HRA position. • Must agree to serve a term of no less than four years from assignment. • Must be able to demonstrate strong senior leadership qualities with Airmen, both internal and Wing level. • Must be highly motivated and capable of fulfilling the role of the Wing Human Resources Advisor as prescribed in ANGI 36-2110. • Must have exceptional verbal and written communication skills. • Must demonstrate excellent communication skills, both orally and in writing at all levels. • Ability to demonstrate strong tactical, technical, and administrative problem-solving skills. • Possess or be able to obtain at minimum SECRET security clearance. Upgradable to TOP SECRET. • Must be world-wide deployment eligible. 			
AREA OF CONSIDERATION:			
This advertisement is open to all members eligible to enlist in the Washington Air National Guard (WAANG) and to members currently serving in the WA ANG.			
SUMMARY OF DUTIES:			

- The HRA is appointed by the Wing Command and serves on the Commander's staff. HRAs empower, educate and equip Airmen at all levels to successfully leverage diversity's strengths through training and initiatives that enhances individuals' Diversity and Inclusion cultural competencies. The HRA's curriculum and training resources are divided into two programs, one that teaches awareness and attitudes towards the D & I cultural competencies and the other which expands on the knowledge and skills competencies through coaching, gap analysis and emotional intelligence training.
- Develop and maintain counsel with Wing Commander, Vice Wing Commander and Wing Command Chief to ensure they are apprised of all HRA initiatives.
- Participate in the Community Action Board (CAB) and/or Community Action Team (CAT) to address diversity & inclusion initiatives throughout the Wing. (T-2) Refer to AFI 90-5001, Integrated Resilience, for additional guidance.
- Ensure that D & I and professional development is integrated into the HRAs learning and education programs and advances the organization's strategy.
- Develop, implement, promote and measure D & I initiatives designed to educate and contribute to a diverse and inclusive organization. Inclusive behaviors, self-awareness and understanding exclusive and inclusive behaviors can be taught but it takes a sustained effort, over time, in order to achieve and maintain these behaviors. Further, the most effective method for observing and addressing these behaviors is through small interactive groups and lead by a trained facilitator with structured content.
- Work with Wing leadership to identify and prioritize strategically selected groups throughout the Wing to implement D & I training. Ensure each group is comprised of members that work together and encompass individuals from the highest leadership positions to the lowest rank in that group.
- Coordinate and conduct D & I awareness training initiatives to these selected groups. This training will include temperament awareness, unconscious bias and other group awareness training.
- Implement the inclusion assessment tool designed to benchmark and track inclusion and engagement within each group.
- Based on the findings of the assessment, implements additional awareness initiatives to remedy areas of opportunity within each group.
- Re-administers the assessment to determine if any changes in inclusive perceptions have been realized and to identify additional or follow-on training and interactive opportunities.

INSTRUCTIONS TO APPLICANTS

APPLICATION REQUIREMENTS:

Applicants will be scheduled for interview once completed package have been received and reviewed. All packages will be considered for all vacancy announcements. Package must be received by the closing date.

Please submit:

Resume cover letter (*not required, but highly encouraged*)

Resume

Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages (*only applies to current members of the USAF, USAFR or ANG*)

Point Credit Summary (PCARS) from the vMPF, under Self-Service Actions, Personal Data, PCARS. Print "View All", minus the PCARS definitions and FAQ pages (*only applies to current members of the USAFR or ANG*)

Current "Fitness Tracker" Report from AFFMS II (*only applies to current members of the USAF, USAFR or ANG*)

Last two (2) Enlisted Performance Reviews

Letter(s) of Recommendation (optional)

Application packages must be received by the closing date. Submit complete package to:

194th Wing/CSS

Attn: MSgt Danny Helseth

54 Sergeant Major Dr

Camp Murray, WA 98430-5012

Phone #: COMM (253) 512-3392/ DSN 370-3392

Or email package to: daniel.helseth.2@us.af.mil

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.