



# Washington Air National Guard Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 25-022-ANG

**Modified 27 February 2025**

## POSITION INFORMATION

**Position:** Security Forces Superintendent                      **Grade:** E-8/SMSgt  
**Location:** 141 Security Forces Squadron                      **AFSC:** 3P091  
Fairchild AFB, WA  
**Opening Date:** 25 February 2025                      **Closing Date:** **7 April 2025**

## WHO CAN APPLY

**All current members of the 141 Air Refueling Wing.**

## INITIAL ELIGIBILITY CRITERIA

The following criteria must be met as of closeout date of this announcement, (unless otherwise noted), to be considered:

- Applicants must possess, at minimum, a 3P071 AFSC.
- Applicants must be in the grade of E-7/MSgt through E-8/SMSgt.
- Applicant must meet ANG fitness standards IAW DAFMAN 36-2905 with a score of 75 or above (*applies only to current members of the USAF, USAFR or ANG*).
- Applicant must possess or be able to obtain a **SECRET** security clearance.

## SUMMARY OF DUTIES

Leads, manages, supervises, and performs force protection duties to protect personnel and resources. Detects and reports presence of unauthorized personnel and activities and implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Develops plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities and provides oversight, guidance, and assistance to commanders with the application of physical security and force protections in support of priority resources. Leads, manages, supervises, and implements ground weapons training programs. Controls and safeguards arms, ammunition, and equipment and instructs ground weapons qualification training. Performs other duties as assigned.

## ELEMENTS

The following elements are considered essential for successful performance in this position. Response to the Elements is voluntary, however written response to each of the following Elements will ensure that specialized experience is recognized.

- Element 1 - Knowledge and experience managing Air Force Security Forces programs and functions.
- Element 2 - Ability to oversee and train subordinate supervisors, deal objectively with workers, render sound supervisory decisions, and plan/organize the work of the assigned squadron in order to meet deadlines.
- Element 3 - Ability to compute requirements of estimates for budget, procurement, provisioning, or other special programs.
- Element 4 - Ability to communicate both orally and in writing with diverse audiences ranging from new squadron members to senior leadership and higher headquarters.

## APPLICATION INSTRUCTIONS

Applicants may apply for this position by submitting the following:

- 1) Resume cover letter (*not required, but highly encouraged*).
- 2) NGB 34-1, *Application for Active Guard Reserve (AGR) position*, version dated 20131111
- 3) 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)
- 4) Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages. A CDB, Career Data Brief, is **NOT** a substitute.
- 5) 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*)
- 6) Current Report of Individual Fitness from MyFITNESS (myfss.us.af.mil) (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Response to Job Elements (*not required, but highly encouraged*)

### Submission of application:

Email applications to: [WAANGHQ.AGR.JOBS@us.af.mil](mailto:WAANGHQ.AGR.JOBS@us.af.mil) or through DoD Safe

***\*All application documents must be consolidated into a single .pdf file if at all possible or use PDF Portfolio format.***

***\*When emailing applications, please put the announcement number and last name in the subject line. Also, name your .pdf file with the announcement number and last name. (Ex. 25-015-ANG Melton)***

***\*If you do not receive an email "confirmation of receipt" within 5 duty days of emailing your application, please contact SMSgt April Melton at 253-512-8347***

Complete applications must be received by this office by 1630 (Pacific Time) on the closing date of the announcement. Complete applications not received by HRO by the closing date/time will not be accepted. Applications will not be returned.

## ADDITIONAL INFORMATION

- New AGR's will be placed on a 3-4 year probationary tour. Continuation orders will be issued through a tour renewal request or an AGR Continuation Board as applicable.

- Equal Employment Opportunity: The Washington National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.
- Enlistment/Appointment in the Washington Air National Guard is a condition for retention in the AGR program.
- Potential for promotion in the position is conditional upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the Adjutant General of the State of Washington or designated representative.
- Applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD) for officers, age 60 for enlisted. If unable to meet this requirement a statement of understanding must be completed prior to start date.
- Military grade cannot exceed the maximum military grade authorized. A member who is overgrade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.
- Point of Contact at Unit: Maj Jake Jacobson, 509-247-7321, [jeremy.jacobson.2@us.af.mil](mailto:jeremy.jacobson.2@us.af.mil)  
Point of Contact for general AGR announcements: SMSgt April Melton, AGR Manager for Air (253) 512-8347, [april.melton@us.af.mil](mailto:april.melton@us.af.mil)