



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

JOB ANNOUNCEMENT # 25-030-ANG

## POSITION INFORMATION

<b>Position:</b>	Senior Enlisted Leader	<b>Grade:</b>	E-9/CMSgt
<b>Location:</b>	225th Air Defense Squadron JBLM, McChord Field, WA	<b>AFSC:</b>	1C500
<b>Opening Date:</b>	21 March 2025	<b>Closing Date:</b>	21 April 2025

## WHO CAN APPLY

All current members of the Washington Air National Guard and those eligible to join.

## 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 the 1A391, 1C191, 1C391, 1C591, or 1C691 AFSC
- Applicants must be in the grade of E-9/CMSgt or E-8/SMSgt eligible for promotion to E-9/CMSgt by 1 April 2025
- 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 **TOP SECRET** security clearance.
- Knowledge of Air Defense operations is highly desirable.
- Knowledge of Command and Control is highly desirable.

## SUMMARY OF DUTIES

This position is for the 225th Air Defense Squadron (ADS) Senior Enlisted Leader (SEL). The SEL is responsible to the 225th ADS Commander for overall leadership and management of all assigned enlisted personnel. The SEL is also responsible for ensuring administration and professional development of enlisted personnel. The SEL ensures school slots are available for those needing technical training/PME in-residence and works to obtain associated training days and dollars. The SEL represents the ADS for all personnel issues with the career field Functional Area Manager, State Human Resources Office, and higher headquarters. The SEL serves on selection boards, annual awards boards and other boards as needed. The SEL Performs all operations and readiness support functions, as required. Additionally, the SEL will support the local Chief's Group and be an active participant in state functions. Applicant should have extensive experience managing personnel, processes, and programs in support of the Squadron's 24/7 NORAD operations. The ability to lead and work effectively with a diverse work force is essential; must possess a demonstrated ability to manage numerous real-time activities while guiding functions towards a desired future state. Proven experience in leadership roles and experiences in managing diverse groups will be reviewed in the selection of position.

## 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.

- Experience leading people toward professional and personal success.
- Experience managing and directing resources and projects in dynamic work environments.
- Proven internal/external relationships to include, but not limited to NGB, AFNORTH, NORAD, ACC, state & community.

## 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*)
- 8) EPBs/EPRs (last 3)

### 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. 23-015-ANG Moore)***

***\*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 with potential for renewal at the end of the initial 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: Lt Col Peter Hickman, 225th Air Defense Squadron. (253) 982-4600, DSN 382-4600, Peter.hickman.3@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