



Washington Air National Guard Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 25-058-ANG

POSITION INFORMATION

Position:	Director of Staff	Grade:	O-5/Lt Col
Location:	225th Air Defense Group JBLM, McChord Field, WA	AFSC:	97E0
Opening Date:	6 June 2025	Closing Date:	7 July 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:

- Any AFSC may apply.
- Applicant must be in the grade of O-5/Lt Col.
- 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.

SUMMARY OF DUTIES

The Director of Staff supports the mission of the 225 Air Defense Group and Western Air Defense Sector (WADS) through the synchronization of staff functions in support of the National Security Strategy. The Director of Staff oversees information management activities for the command team; handles protocol duties as required; implements, directs, and coordinates executive functions, services, and activities; represents the commander in interaction with other agencies of all levels; and is responsible for unit programs and special projects as directed by the commander. They are also responsible for ensuring the 225 ADS / WADS meets all suspenses to Title 10 (NORAD/NORTHCOM, ACC, 1AF) and Title 32 (NGB, and WA ANG) authorities. The Director of Staff must both facilitate the sustainment of processes that support the accomplishment of currently assigned missions and develop new processes and tools to facilitate support for emerging capabilities and missions in the era of Great Power Competition/Conflict.

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.

- The ideal candidate will be familiar with the 13B3C AFSC; knowledge of an Air Defense Sector (Battle Control Center), Operation NOBLE EAGLE and Homeland Defense operations is highly desirable.
- Ability to plan, organize, and oversee Air Defense Group staff organizations to include Budget Office, Commander's Support Staff, Public Affairs, Safety, Judge Advocate General, Chaplin, Executive Officer, Inspector General and Administrative Assistant.
- Synchronize staff coordination in support of Combatant Commander (COCOM) and Component Numbered Air Force (C-NAF) initiatives that WADS enables or executes.
- Ability to understand WADS Strategic Plan, communicate commander's intent, organize the staff and facilitate its daily activities to support accomplishment of the Strategic Plan.
- Knowledge of Continuous Process Improvement (CPI) and LEAN Sigma Six processes to facilitate projects within the 225 Air Defense Group.
- Ability to track and resolve substantive, unusual, and complex management challenges, and able to develop new doctrine, policies, procedures, and tools to make recommendations to the Commanders in support of effective and efficient operations.

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 (*only applies to current members of the USAF, USAFR or ANG*)
- 7) Response to Job Elements (*not required, but highly encouraged*)
- 8) Copy of last 5 OPRs/OPBs

Submission of application:

Email applications to: 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 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. 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: Capt Cecille Sorio, (253) 982-4520, cecille.sorio.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