



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

**JOB ANNOUNCEMENT # 26-028-ANG**

## POSITION INFORMATION

**Position:** Security Forces Craftsman

**Grade:** E-7/MSgt

**Location:** 225th Support Squadron  
JBLM, McChord Field, WA

**AFSC:** 3P071

**Opening Date:** 23 December 2025

**Closing Date:** 6 February 2026

## 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:

- Open to all AFSCs. Applicants that do not possess the 3P0X1 AFSC must meet all eligible requirements for retraining. (ASVAB – minimum score of 30 in General).
- Applicant must be, at minimum, in the grade of E-5/SSgt eligible for promotion to E-6/TSgt IAW DAFI 36-2502 and WA ANG TAFMS requirements.
- 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

Provide oversight, guidance and assistance to commanders with the application of information, personnel and security programs. Primary duties include, but are not limited to, security duties such as: Personnel, Information and Physical Security. This position requires the ability to conduct classroom training and briefings. Member must be able to clearly communicate, both in writing and orally to a mixed audience of U.S. and Foreign National military and civilian members. Must also have basic computer skills, with the ability to operate and maintain various databases.

## 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.

- Knowledge of detection and reporting the presence of unauthorized personnel

- Experienced in developing plans, polices, procedures, and detailed instruction to implement SF programs
- Experienced in leading, managing, and supervising projects and teams
- Skilled in implementing Anti-Terrorism, Personnel Security, Physical Security, Industrial Security and Information Security programs
- Knowledge of Air Defense Sector desirable

## 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)
- 9) Letter(s) of Recommendation (*not required, but highly encouraged, limit 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. 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: CMSgt Joshua Hanks, 225th SPTS Senior Enlisted Leader, (253) 982-4610, DSN 382-4610, [joshua.hanks.2@us.af.mil](mailto:joshua.hanks.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)