

**Nationwide Job Opportunity ARNG Active Guard/Reserve AGR Vacancy**

**STATE OF WYOMING MILITARY DEPARTMENT  
Human Resource Office – AGR Branch  
5410 Bishop Boulevard  
CHEYENNE, WYOMING 82009-3320**

1. Announcement is made of the following AGR position. A brief description of duties and responsibilities is included in this announcement.

SPMD/UMR Position Title: **Survey Team Leader**  
Announcement No: **19-A139**  
Opening Date: **6 FEB 2019**  
Closing Date: **11 MAR 2019**  
Max Grade Authorized: **O-3**  
Min Grade Authorized: **Commissioning Opportunity**  
MOS Criteria: **74A00 (able to obtain within 1 year)**  
Security Clearance: **SECRET**  
Physical Profile: **122221**  
Unit/Duty Location: **84<sup>th</sup> Civil Support Team, Cheyenne, WY**  
Female Asg Elig: **Open**  
Nominating Official: **BG Greg Porter, DJS**  
Selecting Official: **Lt Col Holly Shenefelt, CDR**  
**Eligibility: Open to All Current WY ARNG Members or those eligible to join or transfer to the WY ARNG**

2. This position will be filled as soon as possible after closing. The Adjutant General retains exclusive appointment authority of AGR personnel. All selection notifications are conditional until security clearance, medical clearance, POST requirement, HRO Form 100 verification, and approval by HRO-Staffing.
3. The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, nationality, sex, political affiliation, or any other non-merit factor.
4. Sexual Assault Response Coordinator (SARC), Victim Advocate Coordinators (VACs), Collateral Duty SARCs, Sexual Harassment/Assault Response and Prevention (SHARP), and Recruiting and Retention assignments are Positions of Significant Trust (POSTA). Therefore, only applicants with the highest moral and ethical standards may qualify for accession into these positions. POSTA standards are qualifications for specified assignments and not a standard of service. Applicants must satisfy POST requirement screenings.
5. INSTRUCTIONS FOR APPLYING: Applications may be accepted by mail or hand-delivered to the HRO no later than 1630 hours on the announcement closing date. Emailed and facsimile applications will be accepted to accommodate deployed and OCONUS members only. Copies are acceptable. Incomplete and Applications received after 1630 on the closing date will not be considered. Use of government envelopes and/or postage is acceptable for non-deployed/OCONUS personal only. Do not submit applications in file folders, binders, etc. Applications will not be returned. Applications must be legibly completed, MUST be signed and dated, and must contain the following documents at a minimum.

Submit applications to:	WY-HRO-AGR Points of Contact:
<b>Wyoming Military Department Human Resources Office – AGR Branch 5410 Bishop Boulevard Cheyenne, WY 82009-3320</b>	SSG Lorien Mele (307) 772-5127 CW3 Nathan Galloway (307) 772-5220 E-Mail: <a href="mailto:ng.wy.wyarnng.list.org-jobs@mail.mil">ng.wy.wyarnng.list.org-jobs@mail.mil</a>

- \_\_\_\_\_ **Cover letter**
- \_\_\_\_\_ **Current Resume**
- \_\_\_\_\_ **NGB Form 34-1**, Application for Active Guard/Reserve Position. Provide continuation paper as needed. Pay particular attention to Section IV and the requirement to fully explain “Yes” answers. Must be signed and dated.
- \_\_\_\_\_ **Current Individual Medical Readiness (IMR) Record accessible from AKO, MEDPROS Printout, or Periodic Health Assessment (PHA)**. Must be dated within the last 12 months prior to the closing date of the position announcement to be valid.
- \_\_\_\_\_ **Last 3 NCOERs/OERs**: If three NCOER/OERs are not available, Soldier must include at least one Letter of Recommendation from the military command.
- \_\_\_\_\_ **Certified Current Enlisted/Officer Records Brief (ERB / ORB)**.
- \_\_\_\_\_ **Statement of Service, acceptable documents include: Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B); for other services, equivalent retirement points statement, DD Form 214(s), DD Form 220(s), and any accompanying DD Form 215(s), or DD Form 1506 (Statement of Service)**.
- \_\_\_\_\_ **DA Photograph in military uniform** (taken within the last 12 months is required)
- \_\_\_\_\_ **DA Form 705, Army Physical Fitness Test Scorecard**; Passing Record APFT within 12 months (M-Day Soldiers) or 6 months (current AGRs) of the closing date of the vacancy announcement for accession into the AGR program.
- \_\_\_\_\_ **RCAS Generated Ht/Wt Report (Weight Control History)**; verification of passing Ht/Wt current within 6 months as of the closing date of the announcement.
- \_\_\_\_\_ **DA Form 5500 or 5501-R**: Body Fat Content Worksheet (if applicable) current within 6 months as of the closing date of the announcement.
- \_\_\_\_\_ **SF 181**, Ethnicity and Race Identification
- \_\_\_\_\_ **Administrative Grade Reduction (if applicable)**: Applicant’s military grade cannot exceed the maximum military grade authorized for the position. Over-grade applicants must include a written statement of willingness to accept an administrative grade reduction when assigned to the position for which they are applying.
- \_\_\_\_\_ **Approved Waiver**: Stabilization, Hardship, or High School Senior as applicable.
- \_\_\_\_\_ **Other requirements that may be stated in the vacancy announcement or determined appropriate by the nominating official.**

## 6. ELIGIBILITY REQUIREMENTS

- Must meet eligibility criteria in NGR 600-5 and AR 135-18, Tables 2-1, 2-2, and 2-3.
- Must meet and maintain Fitness Test standards IAW FM 7-22.
- Must meet and maintain height/weight standards IAW AR 600-9. Applicants on the Army Body Composition Program are ineligible for entry into the AGR program.
- Must meet medical standards IAW AR 40-501, **Chapter 3**.
- Applicants must not be subject to flagging actions when entering into the AGR program.
- Must not have been previously separated for cause from active duty.
- Must not have been separated from a previous AGR tour within the past 12 months.
- Must possess or be able to obtain the military occupational specialty (MOS) or area of concentration (AOC) commensurate with the AGR duty position.
- Must not be eligible for, or receiving, federal military retired or retainer pay, nor federal service annuities.
- Selected applicant must remain in the position to which initially assigned/reassigned for a minimum of 36 months (TAG waiverable).
- Selected applicant must extend/reenlist for a period equal to or greater than initial tour end date.

## 7. SPECIAL REQUIREMENTS

- **To qualify for selection to WMD-CST positions, the applicant must:**

- (1) Complete a physical examination IAW paragraph 9-3 before completion of the hiring process. HAZMAT Technician certification requires that each individual on the WMD-CST maintains the minimum medical standards noted throughout their duty assignment.**
  - (2) Undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty. States will ensure that members of the WMD-CSTs are included in the testing rotation under the local Alcohol and Drug Abuse Prevention Control (ADAPC) program.**
  - (3) Meet AOC/MOS/AFSC qualifications for their duty position within 12 months of their assignment to the unit. An extension may be granted as an exception to policy IAW NGR 600-5 and ANGI 36-101 when WMD-CST training and MOS/AFSC qualification courses cannot both be accomplished in the initial 12 months through no fault of the service member.**
  - (4) Uphold the highest standards of conduct and personal appearance.**
  - (5) Ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. Commanders must maintain a copy of the written approval for outside employment of AGR members. However, this employment must not impact the unit mission accomplishment or unit readiness.**
  - (6) Agree to minimum three-year tour on the WMD-CST after completion of Civil Support Skills Course (CSSC).**
  - (7) If the Soldier or Airman holds an alternate MOS/AFSC identified in the WMD-CST TDA, the State will submit an exception to policy request to the appropriate NGB staff section for approval before hiring action is completed.**
- Selected Applicant must complete a Chapter 3 Physical within 30 days of start of orders, regardless of current status or latest flight physical (Up-Slip Status), or latest PHA completion. **No assumptions of fitness will be made prior to start of orders.**

- **Must live or relocate (PCS Funded) within 45 miles of Cheyenne, WY**
- **On call 24/7/365**
- **Selected Applicant must possess SECRET. Failure to obtain and/or maintain a secret clearance will result in separation as an AGR.**
- **This is a Category 1 AGR position. Category 1 positions are fenced and cannot be moved or transferred outside the unit assigned.**
- Selected Applicant will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Acceptance of permanent or indefinite position may cause termination from the Selected Reserve Incentive Program (SRIP).

#### 8. POSITION DESCRIPTION

- Responsible for tracking CST personnel entering/exiting an incident site and developing a record keeping system to track the hazardous material training certifications of CST Survey Teams.
- Knows NBC antidote administration and safe patient extraction, crime scene/evidence preservation techniques, and demonstrates the ability to utilize Standard Operating Procedures (SOPs) to monitor Survey personnel operating in the Hot Zone.
- Uses the National Institute for Occupational Safety and Health (NIOSH) Guide to select the appropriate PPE for CST Survey Teams.
- Able to operate in the Incident Command System (ICS) employed at the state or local level.
- Acts as the CST Survey (Hazardous Materials) Team Leader when CST personnel are conducting operations in a Hot Zone or contaminated area.
- Assigns specific Hot Zone team functions on incident response.
- Occupies a position in a location to observe (team member) Hot Zone operations.
- Develops identification, and sample collection actions in the Hot Zone/contaminated area.
- Meet with designated civilian government agencies and/or senior military leaders to discuss WMD CST concept, mission, and/or plan WMD CST participation in a state or local WMD response.
- Attend designated agency threat briefings.
- May serve as a CST liaison point of contact with emergency response agencies and incident commanders on CST WMD detection, sample collection and monitoring capabilities.
- Develops the Survey Team's overall force protection concept and provide the concept to the WMD CST Force Protection Officer/Hazardous Materials Safety Leader.
- As required, provides a survey team readiness status report for the operations officer.
- Develops survey, detection, monitoring, and sampling mission criteria to ensure mission assessments are forwarded to the Operations and Hazardous Material Safety Officers.
- Will perform other duties as assigned