

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: **Training NCO**
Announcement No: **20-A152**
Opening Date: **08 SEP 2020**
Closing Date: **23 SEP 2020**
Min Grade Authorized: **E-5**
Max Grade Authorized: **E-6**
MOS Criteria: **00F**
Security Clearance: **SECRET**
Physical Profile: **122221**
Unit/Duty Location: **Cheyenne, WY**
Female Asg Elig: **Open**
Nominating Official: **LTC Seelye, Jonathan**
Selecting Official: **MAJ Leoni, Paul**
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 AGR Branch Points of Contact:
Wyoming Military Department DCSPER – AGR Branch 5410 Bishop Boulevard Cheyenne, WY 82009-3320	SSG Brandon Ormeroid (307) 772-5583 MAJ Daniel Johnson (307) 772-5220 E-Mail: ng.wy.wyarng.list.org-jobs@mail.mil

_____ **Cover letter**

_____ **Current Resume**

_____ **Proof of Security Clearance:** Security Clearance Verification memorandum signed by State Security Officer, -OR- copy of SWFT System finger print verification /results.

_____ **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 WYARNG AGR members are not required to submit NGB Form 34-1.**

_____ **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 Board Version of the Soldier Record Brief (ERB / ORB):**

_____ **Statement of Service:** NGB Form 23, Retirement Points Accounting Management (RPAM) Statement. The DD Form 1506 (Statement of Service) and statements of service from other components are also acceptable.

_____ **DA Form 705, Army Physical Fitness Test Scorecard:** Per ATAG ACFT Guidance for TY20-TY22 and FRAGO 2 to HQDA EXORD 164-20 APFT and ACFT During the COVID-19 Outbreak, APFT requirement is currently suspended. Applicant’s last record APFT must be a pass.

_____ **Digital Training Management System (DTMS) Individual Height/Weight Report:** 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.

_____ **Standard Form 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 readiness standards IAW AR 40-501. Selected applicant must present a completed and approved Chapter 3 physical at the time of in-processing, 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.**
- 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, when authorized be able to obtain within 12 months, 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.
- All selected applicants are stabilized in initial AGR positions for 18 months. Recruiting and Retention Battalion (RRB) and Civil Support Team (CST) selected applicants are stabilized for 36 months from the date of SQI-4 and CSSC completion, respectively.
- Selected applicant must extend/reenlist for a period equal to or greater than initial tour end date.

7. SPECIAL REQUIREMENTS

- Selected Applicant must possess or be able to obtain a SECRET clearance within one year from date of selection. Failure to obtain and/or maintain a secret clearance will result in separation as an AGR.
- 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).
- Must be, or be eligible to become, a member of the insert state Army or Air National Guard. Due to manning requirements, selected member will have to become a member of the (Army or Air) National Guard.
- Army & Air individuals must meet respective services Physical Fitness Standards. (No basis to force Air to meet Army or Army to meet Air)
- Army National Guard members must meet physical qualifications outlined in AR 40-501, Chapter 3.
- Air National Guard members must meet the physical qualifications outlined in AFI 48-123. Medical exam must be completed within 24 months (Army) or 48 months (Air) prior to entry on AGR Tour.
- Selected individual must undergo and pass a pulmonary function test prior to being hired. (NGB 500-3, 9-3 a. All personnel with a history of Physical Profile capacity of P-3 or higher IAW AR40-501 Standards of Medical Fitness should be screened out prior to consideration for CST assignments.)

- Following initial medical screening the applicant must have an AR 40-501 Chapter 3 Accession Standards physical incorporating forms, laboratory test, and screening tests identified in Appendix I.
- The ability to don and perform physical tasks in PPE is a requirement for all team members. CST candidates will be screened IAW DA PAM 40-8 and given a Pulmonary Function Tests (PFT) prior to accession. These tests will be monitored and results evaluated by the unit Medical Provider.
- Candidates who do not meet the minimum physical requirements or have medical/psychological conditions that would preclude service in the CST may not be considered for placement on the CST.
- The CST Commander will review the results with the Medical Provider and will determine eligibility for placement.)
- Selected individual will be required to reside within a 50 minute commute from duty location within six (6) months of being hired. PCS move authorized. (NGB 500-3, Para 2-3 a. requires Advon members to be able to deploy within 90 min and all personnel to deploy within 3 hours. Recommend setting a mileage range or appropriate commuting distance map. Recommend setting time or distance less than 90 min. PCS move authorized is a state issue)
- Must meet any Special Requirements as specified on Position Description.
- Must possess or be able to obtain appropriate security clearance. Note Commander, Deputy Commander, Information-Systems NCO and Communications Team Chief positions require Top Secret (SCI)
- Army or Air National Guard members on the Weight Control/Management Program are ineligible for entry into the AGR Program. Members must meet the weight requirements at the time they are placed in the AGR program.
- Must be eligible to complete a minimum of three (3) years in AGR status immediately prior to his/her mandatory separation date or prior to completing 18 years of Active Federal Service. Air National Guard program requires members to be able to complete 20 years Federal Active service prior to mandatory removal dates.
- Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
- Must not have been previously separated for cause from active duty or a previous AGR tour.
- Must not be eligible for, or receiving a federal military retired or retainer pay, nor federal service annuities.
- Must meet AOC/MOS/AFSC qualifications for duty position within 12 months of their assignment to the unit. (NGR 500-3/ANGI 10-2053, Para 13-8 (3))
- Due to the extensive specialized training requirements and in accordance with Title 32 AGR full time duty, personnel shall serve a minimum three-year assignment tour. Time starts upon successful completion from the Civil Support Skills Course. (NGR 500-3/ANGI 10-2053, Para 13-9 and NGB Policy)
- Must successfully pass a Standardized Occupational Health – AR 40-501 Chap 3 Exam or AFI 48-123 Chap 17, Occupational Health Examination prior to entry on to team.
- Will be required to receive immunizations such as but not limited to Anthrax and Smallpox.

8. POSITION DESCRIPTION

- a. Enables the WMD CST to conduct concurrent biological and chemical agent detection and identification operations.
- b. Prepares Operations and Fragmentary Orders and maintains the WMD CST system to track the certifications of personnel expected to enter WMD incident sites.

- c. Participates in the WMD CST contaminated sample collection/transfer chain of custody procedure.
- d. Processes NBC report and refer issues to the Commander as necessary.
- e. Assists the Senior Operations Non Commissioned officer in the accomplishment of:
 - (1) Standardization and distribution of the WMD CST pre-deployment checklist.
 - (2) Coordinating the activities of any attached or assigned medical or decontamination units.
 - (3) Demonstrating operational control over WMD CST actions throughout a C/B response.
- f. Publishes the overall tactical Standard Operating Procedures (SOP) for the WMD CST.
- g. Implements procedures for monitoring the Elements readiness status and Operational Security (OPSEC).
- h. Demonstrates the ability to utilize an execution checklist with code words to monitor CB detection, identification and sample collection missions.
- i. Plans for future operations – coordinating the Operations Section logistics requirements.
- j. Acts as the commands central point of contact for all lessons learned during CST deployment.
- k. Supervises the setup and take down of the WMD CST main Command Post (CP).
- l. Implements the WMD CST system to track personnel entering/exiting a WMD incident site.
- m. Participates in the decontamination of WMD CST NBC Survey teams.
- n. Maintain training records for the WMD CST unit.
- o. Coordinate all training requirements.