

***** Applications MUST be emailed to the HRO email ng.ar.ararng.mbx.hro-jobs@mail.mil*****

**DEPARTMENTS OF THE ARMY AND AIR FORCE
ARKANSAS NATIONAL GUARD
HUMAN RESOURCES OFFICE, BLDG 7300
CAMP ROBINSON-HRO-BOX 17
NORTH LITTLE ROCK, AR 72199-9600
TELEPHONE: (501) 212-4229; DSN: 962-4229
<http://www.arguard.org/hro/indexhro.htm>**

AGR EMPLOYMENT OPPORTUNITY ANNOUNCEMENT NUMBER: 19-090A

OPENING DATE: 14 May 2019

CLOSING DATE: 12 June 2019

POSITION TITLE: Recruiting Flight Chief

MILITARY GRADE REQUIREMENTS: Enlisted TSgt/ E-6, Not to Exceed MSgt/E-7

LOCATION: 188th Wing, Fort Smith, AR, Air National Guard

NOMINATING OFFICIAL: Maj Bridgette Scott

Individual selected will be ordered to full time duty (state) in Active Guard/Reserve status under Title 32 USC 502(f). Benefits will be commensurate with grade/rank and years of service.

AREA OF CONSIDERATION: All members of the Arkansas Air National Guard or those eligible for membership, and eligible for entry into the Air Force Specialty Code (AFSC). In Accordance With (IAW) Air National Guard Instruction (ANGI) 36-101.

QUALIFICATION REQUIREMENTS: Minimum grade of TSgt/E-6 and Maximum grade of MSgt/E-7. Must possess or meet requirements for entry into AFSC 8RXXX (requires a minimum General aptitude score of 24). Applicant must meet Body Composition and Physical Fitness Standards as stated in Air Force Instruction (AFI) 36-2905. Prior to induction into AGR Program selectee must meet all required medical standards in AFI 44-170. **Note:** Individuals who exceed the maximum grade of this position (see Military Grade Requirement above) may apply; however, they will be required to accept an administrative reduction in grade prior to being placed into this position. **Must possess or be able to obtain a Secret security clearance.**

PLACEMENT FACTORS: Selectee will be subject to uncommon tours of duty, rotational shift assignments and overtime duty. May be required to fly in military or commercial aircraft for Temporary Duty (TDY) purposes. Prior to induction into AGR Program, selectee must meet all required medical standards in AFI 44-170. Reserve Component Physical Health Assessment must medically qualify selectee within 12 months of closing date of announcement. Selectee will participate in unit of assignment during Unit Training Assemblies (UTAs) and Annual Training periods including deployments, special projects and exercises. Upon assignment, must be a member of the ANG HQ, and assigned to a compatible military position in AFSC 8RXXX. **If applicant selected does not possess the AFSC, they must sign an agreement to retrain IAW ANGI 36-101, Chapter 5.**

SUMMARY OF DUTIES. Analyzes industrial and population content of communities to determine the requirements for recruiting programs. Coordinates recruiting activities, with information specialists and photographers to cover events in which ANG personnel participate. Coordinates inter-service information on recruiting activities. Reports unfavorable publicity or conditions that might result in unfavorable public reaction. Coordinates the recruiting advertisements for all local radio and television public service announcements to ensure a balanced presentation of material and suitable program types. Develops and maintains long-term contacts with representatives of local news media. Develops and

maintains recruiting relations with representatives of civilian organizations, high schools at local level, reserve and active duty units of the Armed Forces, and the general public. Implements approved recruiting programs to meet Air National Guard and public needs and interests. Prepares reports and correspondence for recruiting activities. Coordinates formal presentations to members of the news media, educational institutions, public service organizations and other organizations upon request. Performs technical recruiting functions. Conducts recruiting briefings for ANG personnel engaged in recruiting involving direct contact with the public and representatives of the news media. i.e., personnel on short tours for fairs, special presentations, etc. Must maintain locally established Recruiting production standards to meet State/Unit strength requirements. Conducts community relations programs including installation tours for members of the civilian community, makes personal contacts with prospective enlistees to present the overall opportunities the ANG has to offer. Follows up on all contacts. Works with potential members to ensure they meet all qualifications to join the ANG. Performs other duties as assigned.

INSTRUCTIONS FOR ANG ACTIVE GUARD/RESERVE POSITIONS: Applications must be emailed to HRO. The email address for HRO is: ng.ar.ararnng.mbx.hro-jobs@mail.mil. E-mailed applications must be submitted in one .pdf file, unless prior coordination has been made to submit the application in a different format. Evaluation will be based on the qualification requirements stated in the announcement; therefore, it is important that every requirement on the announcement be addressed on NGB Form 34-1. To be considered qualified, applicant must meet qualification requirements as of the closing date of this announcement. Whenever possible, experience should be fully explained. “YES” answers in Part IV of NGB 34-1 (except item 9) must be explained. Substantial changes in duties and responsibilities during a job should be fully explained so that appropriate credit may be given. Required attachments to NGB Form 34-1 for this announcement are as follows:

1. **NGB 34-1** – Application for Active Guard/Reserve (AGR)
2. **Current AF Form 422 within 5 Years** – Physical Profile Serial Report
3. **Current IMR reflecting PHA within 12 Months of closing date of announcement** - Individual Medical Readiness print out
4. **ANG Fitness Assessment Results** – for the past twelve months with passing scores
5. **RIP** – Report on Individual Personnel
6. **SF 181** – Race and National Origin Identification

THE ARKANSAS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER, AND AS SUCH ALL APPLICATIONS FOR THIS POSITION WILL RECEIVE CONSIDERATION WITHOUT DISCRIMINATION FOR ANY NON-MERIT FACTOR SUCH AS RACE, RELIGION, SEX, NATIONAL ORIGIN, POLITICS, MARITAL STATUS, AGE, OR MEMBERSHIP IN AN EMPLOYEE ORGANIZATION.

//SIGNED//

MSgt Jason Pierpoint
Human Resources NCO
AGR Section