

Arkansas Army National Guard

Announcement for Active Guard Reserve (AGR)

Position Vacancy Announcement

SECTION I: Administrative

(Authority: Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5)

Position Title: Health Services NCOIC	Position Number: 20-151A	Open Date: 3 June 2020 Close Date: 9 June 2020
MOS/Branch of Position: 42A	Position PULHES: 323222	Enlisted, NLT SFC/E7
HRO Point of Contact		Duty Location
Human Resource Office Telephone#: (501) 212-4201		JFHQ-HSS Camp Robinson

SECTION II: Area of Consideration

(1) Priority Placement Roster; (2) Lateral (Military Occupational Specialty (MOS) or MOS's listed Onboard AGR only) submit lateral request; (3) AGR Promotion List; (4) Onboard AGR members of the Arkansas Army National Guard (AR ARNG) who possess the required MOS;

SECTION III: Qualification Requirements (Upon selection for this position, individual must possess or initiate a National Agency Check with Inquiries (NACI) background investigation. A favorable determination based upon investigative results is mandatory for this position. Failure to meet these requirements will result in termination of employment.)

Note: Onboard AGRs must have completed 18 months in current assignment

- **Lateral:** Must be an onboard, current AGR member of the AR ARNG, possess MOS 42A and grade of SFC/E-7.
- **Onboard and New Hire:** Must be in a minimum grade of SGT/E-6. Must have MOS 42A.
- **Medical Qualifications:** Soldiers with a numerical indicator of P3 or P4 in any profile factor (PULHES) must have been determined fit for duty and worldwide deployable by a Medical Review Board. Additionally, non-MOS qualified Soldiers must medically qualify for MOS reclassification. A current Periodic Health Assessment (PHA) within 12 months is required for entry into the AGR Program. Soldiers with outstanding medical issues (temporary profiles) are not qualified for entry into the AGR Program.
- **Other Requirements:** Upon selection, must complete mandatory Full-Time Support (FTS) training at the Professional Education Center (PEC) within 6 months of assignment if applicable. **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.**

SECTION IV: 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. Must meet the requirements of Army Regulation (AR) 600-9 (height/weight). Must meet the requirements of Chapter 3 as per AR 40-501, for accession into the AGR program. Must meet the requirements of Chapter 2, AR 135-18 and Physical Fitness Test In Accordance With (IAW) AR 350-1 prior to appointment. Upon selection, will be assigned to **JFHQ** and assigned to a compatible military position in **MOS 42A**. Must reside or agree to move within commuting distance of the position. Onboard AGR Soldiers will meet the minimum criteria of National Guard Regulation (NGR) 600-200.

SECTION V: Summary Of Duties

The incumbent will work as the individual Health Services NCOIC. Responsible for oversight, administration, and implementation of policies pertaining to the Health Support Services section of DCSPER, and exercise of the following programs: Line of Duty (LOD) Investigation Program, Incapacitation Pay Program, Active Duty Medical Extension (ADME) Program, MOS Medical Review Board (MAR2) Program, Medical Retention Processing 2 (MRP2), Reserve Component Managed Care- Mobilization and Training (RCMC-M/T) and Medical Claims Processing Program. Coordinates with the National Guard Bureau (NGB), the Military Medical Support Office (MMSO), Tri-Care, Regional Medical Command. Serves as an advisor to the Director, Chief of Staff Personnel (DCSPER), commanders, and unit personnel on the above programs. Manages the funds associated with the health services account and provides an accounting for expenditures as required. Responds to inquiries and various correspondences on health services issues and maintains an action file on all responses. Coordinates, assembles, monitors and ensures the proper conduct of the Incapacitation Pay Review Board and the MOS Military Review Board. Reviews, evaluates, and interprets regulatory guidance, policies, and procedures applicable to the health services programs. Is responsible for oversight in substance abuse program administration. Provides supervision of subordinate staff through the planning, assignment, and review of work; granting of leave; providing recommendation on training requirements, performance standards, and ratings; and effecting minor disciplinary actions such as warnings and reprimands. Familiarity with Medical terminology desired. Experience with Microsoft Office Access databases preferred. Performs other duties as assigned.

SECTION VI: Instructions for Applying. Applications must be emailed to HRO. The email address for HRO is: ng.ar.aranng.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 on a separate attachment. Substantial changes in duties and responsibilities during a job should be fully explained so that appropriate credit may be given.

Submit the following required attachments to the NGB 34-1 in the order listed below

- 1. NGB 34-1- Application for Active Guard/Reserve (AGR) Position. NGB 34-1 must be signed in original ink/digital signature.**
- 2. MEDPROS Individual Medical Readiness (IMR) Report** within last 12 months.
 - * Soldiers with any type of permanent profile must include a current copy of their **DA Form 3349**. Ht/Wt must be listed on either the IMR or DA 705, or both.
- 3. DA Form 705, APFT Scorecard** (must be within 12 months). Ht/Wt must be listed on either the IMR or DA 705, or both.
- 4. Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5501-R for females).**
 - * If your weight on any document you submit with your application exceeds the screening table weight allowed in accordance with Army Regulation 600-9 you must include a Body Fat Content Worksheet.
- 5. Enlisted Records Brief (ERB)/Officer Records Brief DA Form 4037 (ORB)**
 - * If ERB does not include ASVAB scores, you must also attach **DD Form 1966/1 or other record of ASVAB scores/course completion.**
- 6. Last three (3) current NCOERS and/or OERs, (E-5 and above only).**
 - * Missing reports should be explained utilizing a memorandum for record to address due or overdue reports not filed in in the Soldiers IPERMS account. (Due or Overdue is determined by the date on our last OER/NCOER).
- 7. Retirement Points Accounting Statement (RPAS) Statement (Within last 30 days).**
- 8. SF 181, Race and National Origin Identification**

Equal Opportunity

The Arkansas Army National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color, and national origin as such all applications for this position will receive equal consideration.