

STATE WIDE VACANCY ANNOUNCEMENT (SWVA)

G1 OFFICER PERSONNEL ARKANSAS NATIONAL GUARD BLDG 3000, ROBINSON MTC NORTH LITTLE ROCK, AR 72199-9600	DATE:	SWVA CONTROL NUMBER:
OPEN TO: Current members of ARARNG	Applications will be accepted until:	
POSITION TITLE, SERIES, GRADE, POS#:	APPOINTMENT FACTORS: See Paragraphs Below	
UNIT, LOCATION OF POSITION:	MINIMUM GRADE:	MAXIMUM GRADE:

BACKGROUND:

- (1) Reference: TAG Policy 2025-06, Military Key Staff Appointments dated 21 February 2025
- (2) Position is open to all CW5 or CW4 promotable Warrant Officers who are current members of the Arkansas Army National Guard. Position is MOS Immaterial
- (3) **This is a Traditional “M-Day” position. It is NOT a full-time position.**
- (4) Applicants may be in any duty status (AGR, Technician, M-Day).

Qualification Requirements:

- (1) Must possess a SECRET Security Clearance or higher.
- (2) Must meet the requirements of AR 600-9, The Army Body Composition Program
- (3) Soldiers with a numerical indicator of P3 or P4 in any profile factor (PULHES) must have been determined fit for duty.

-Point of Contact for duty description:

Selecting Supervisor:

Oversight Authority:

APPLICATION INSTRUCTIONS:

All applications must be submitted via email to the Enlisted Personnel Manager
ng.ar.aranng.list.enlisted-promotions@army.mil

APPLICATION CHECKLIST:

- a. Letter of interest from the individual indicating desire to fulfill the advertised position.
- b. Soldier Talent Profile (STP)
- c. Last three OERs
- d. MEDPROS Individual Medical Readiness Report
- e. IPPS-A Retirement Accounting Statement (DA 5016)
- f. Most Recent DA Form 705
- g. Most Recent Certified Height/Weight or DA 5500 or 5501, if exceed Screening Table Weight.

Placement Factors:

- (1) The AR ARNG is seeking only the best-qualified applicants for this position. The selected applicant's performance will demonstrate a history of exceeding military standards. 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. Upon selection, the applicant will be assigned to Joint Force Headquarters, Arkansas
- (2) This position is M-Day only. If a full-time unit staff member is selected for this position, they will serve in the position under the command leadership and staff assignment policy (CLASP).

Summary of Duties:

The incumbent serves as the senior warrant officer in the state managing the military aspects of all full time and traditional National Guard (NG) warrant officers. Serves as the primary advisor and spokesperson for issues related to the analysis and enforcement of established policies and standards for all warrant officers. Program areas managed include military issues related to readiness, as well as the performance, care, conduct, appearance, effective personnel utilization, management, education, and training of all warrant officer guard members within the state. Responsible for ensuring subordinate warrant officers comply with the state's warrant officer program goals and objectives. Regularly interacts with senior warrant advisors and commissioned officers of other Department of Defense (DoD) components.

Participates in a variety of DoD, Federal, and State level advisory councils. Assists in development and administration of state rules and procedures that are adapted from policies prescribed by the National Guard Bureau and Department of the Army, as they pertain to warrant officers. Manages, studies, analyzes, and oversees the administration, coordination, planning, development, and execution of all NG warrant officer programs with particular emphasis on readiness, morale, welfare, discipline, performance, training, awards and recognition, recruiting, equal opportunity, promotion, assignment and reassignment, administration, and utilization, as they affect the service contributions of NG warrant officer personnel to the accomplishment of the state's missions. Counsels warrant officers on issues not referred through official military or technician channels. Advises the state NG leadership and staff, as well as other appropriate supervisors, when friction areas arise and formulates means of resolution. Provides guidance to NG military personnel sections to assure proper dissemination, clarification, and administration of promotion policies for warrant officers.

Analyzes and determines the best course of action, in the preparation, inception, and maintenance of recruiting and retention programs for warrant officers. Reviews and provides counsel to senior NG staff on all inquiries concerning operations, administration, and policy, that affect warrant officers. Make recommendations for increased warrant officer involvement and command utilization. Oversee the development of local and statewide SOP's and other guides that further understanding among warrant officers and provide dynamic motivation for efforts toward attainment of readiness.