

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: Training Officer	Position Number: 24-126A	Open Date: 14 August 2024 Close Date: 30 August 2024
MOS/Branch of Position: 11A	Position PULHES: See medical below	Officer: 1LT/O2 - CPT/O-3 (w/ DOR after 01AUG22)
HRO Point of Contact		Duty Location
Human Resource Office Telephone# :(501) 212-4213		2-153 RD IN BN Searcy, Arkansas

SECTION II: Area of Consideration

(1) Priority Placement Roster; (2) Members of the Arkansas National Guard who possess the required Officer Branch; (3) Members of the Army who possess the required Officer Branch

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

- **Onboard Non-MOSQ and New Hire** Must be in a minimum grade of 1LT/O2 and maximum CPT/O-3 with a Date of Rank (DOR) after 01AUG22. This position is only open to the IN branch. Must possess a secret security clearance. Officers must be a graduate of the Basic Officer Leaders Course. Graduates of the Captains Career Course is preferred. Must possess a baccalaureate degree. Successful company-level command or equivalent staff leadership experience/assignment is preferred.
- **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 BRANCH 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. Must possess a baccalaureate degree. A Grade point average of 2.5 (on a 4-point scale) or higher is preferred. Successful company-level command or equivalent staff leadership experience/assignment is preferred. **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 **HHC, 2-153 IN BN** and assigned to a compatible military position in corresponding Officer Branch. **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. A working knowledge of the following is desirable: (1) Digital Training Management System (DTMS) (2) Operations, Readiness and Training for an Infantry Battalion composed of multiple company level units and associated Forward Support Companies (FSC). (3) Range Facility Management Support System. (4) Total Ammunition Management Information System. (5) Defense Travel System. (6) Policies and Procedures for Property Accountability. (7) Must successfully complete the PEC Training Officer/Operation NCO Course (HRR-022B). (8) Familiarization with the following regulations/doctrines is preferred. AR 220-1 and Unit Status reporting submission, AR 350-1 Army Training and Leader Development, AR and DA PAM 385 Series for the Army Safety Program (Including Risk Management, Range Safety, and Army Accident Investigations and Reporting) AR 190-11 and AR 190-51 Physical Security, ATP 4-90, ATP 3-28.1, ADRP 3-0, 4-0, 5-0, 6-0, 7-0 and FM 6-0.

SECTION V: Summary Of Duties

The selectee develops near term, short range and long-range training plans and procedures for the Command and to provide staff planning and assistance to ensure that required training and readiness objectives are achieved. Formulates, oversees and evaluates the overall training programs of the command for an Infantry Battalion. Serves as the full-time staff advisor to the S3. Assists with the planning, coordinating, and controlling of movement for all elements under the battalion's control or direction. Prepares OPORDs, FRAGOs, plans and reports pertaining to operations, readiness, and mobilization. Coordinates mobilization requirements between mobilization stations and mobilizing units. Develops, coordinates, and schedules mobilization tasks between

mobilizing units and directorates. Prepares routine correspondence and drafts replies on operation and training matters for approval. Coordinates support requirements with external agencies. Manages Full Time National Guard Duty (FTNGD) personnel and funds to support special projects and peak usage periods. Reviews subordinate training schedules IOT resource and de-conflict as necessary through the Digital Training Management System (DTMS) database. Provides supervisory oversight of the operational support budget of the 2-153 INF BN. Responsible for training subordinate operations and training Full Time Staff personnel in reporting of the Unit Status Report in accordance with AR 220-1. Reviews training evaluation reports such as annual training reports or annual general inspection reports to identify needed revisions or improvements to training activities. Schedules and coordinates the use of training sites and facilities. Forecasts for the procurement of supplies such as ammunition, training areas and ranges required to support training activities. Procures training aids, manuals or other instructional material. Serves as subject matter expert responsible for ensuring unit compliance with Physical Security and Communications Security (COMSEC) regulations and conducts assistance visits and inspections of arms, ammunition, and explosives IAW AR 190-11 and AR 190-51. Acts as the Battalion Physical Security Officer and Anti-Terrorism Officer (ATO). 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.

ATTACHMENT GUIDELINES - Submit the following documents with the NGB Form 34-1 in the order listed below. All documents will be in a single scrollable PDF file, not as attachments to the NGB Form 34-1. Multiple attachments in a single email will cause your application to be disqualified. Your application will have the following naming convention: EOA#_Lastname_Firstname.

1. **NGB Form 34-1** - Application for Active Guard/Reserve (AGR) Position.
 - * **NGB Form 34-1 must be signed in original ink or digitally.**
2. **Letter to the Hiring Official**
 - * This letter will be used to address any discrepancies in the packet. If a discrepancy is found and it is not addressed in this letter, the packet will be disqualified. If there are no discrepancies, this letter is not needed.
3. **MEDPROS Individual Medical Readiness (IMR) Report** (with current PHA date.)
 - * Soldiers with any type of permanent profile must include a current copy of their **DA Form 3349**.
 - * PHA must not be overdue (within 15 months)
4. **DA Form 705-TEST** - ACFT Scorecard
 - * Must be within 12 months of the closing date of the announcement.
 - * Height/Weight must be listed on the DA 705-TEST. If you are outside of regulatory standards or Height/Weight is not listed, a DA Form 5500/5501 must be attached, **regardless of exemption status**.
5. **DA Form 5500/5501** - Body Fat Content Worksheet (DA Form 5500 for males) (DA Form 5501 for females).
 - * If your weight on any document submitted with your application exceeds the screening table weight allowed in accordance with Army Regulation 600-9 you must include a Body Fat Content Worksheet, **regardless of exemption status**.
6. **DA Form 4037-E** - Officer Records Brief (ORB) (Selection ORB).
 - * ERB must be pulled within the last 6 months.
7. **DA Form 67-10-1** - Last three (3) current OERs
 - * Missing reports must be explained utilizing Letter to the Hiring Official to address due or overdue reports not filed in the Soldiers IPERMS account. (Due or Overdue is determined by the date on your last OER).
8. **NGB Form 23A** - Retirement Points Accounting Statement (RPAS)
 - * Must be within 30 days of the closing date of the announcement.
9. **SF 181** - Race and National Origin Identification
 - * This form is required to be in the packet, but identifying your race or National Origin is optional.

Equal Opportunity

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.