

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: Instructor 25 CMF	Position Number: 24-210A	Open Date: 20 November 2024 Close Date: 27 November 2024
MOS/Branch of Position: 25B	PULHES: 212221	Maximum Grade: SFC / E-7
Point of Contact		Duty Location
Human Resource Office Telephone#: (501) 212-4213		233rd RTI Camp Robinson, AR

SECTION II: Area of Consideration

(1) Priority Placement Roster (2) Lateral AGR Onboard (3) AGR Promotion List in the CMF MOS (4) Onboard AGR members of the Arkansas Army National Guard (AR ARNG) who possess the required MOS (5) Onboard AGR members of the Arkansas Army National Guard (AR ARNG) who are able to obtain 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 (3 years for R&R NCOs and 61st CST)

- **Lateral:** Must be an onboard, current AGR member of the AR ARNG, possess 25B MOS and obtain SQI 8 within 6 months. Must be grade of SFC / E-7.
- **Onboard Non-MOSQ Hire:** Must be in a minimum grade of SSG/E-6. Must be able to obtain MOS 25B within 12 months and obtain SQI 8 within 6 months. (requires a minimum aptitude score of ST 95).
- **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:** Must meet requirements of NGR 600-200 para 2-22 thru 2-24 and 25B ALC CMP. Upon selection, must complete mandatory Full Time Support (FTS) training at the Professional Education Center (PEC) within 6 months of assignment. Must also complete Common Faculty Development Instructor Course (CFD-IC to award ASI "8"), be board certified, and obtain industry certifications IAW DoD 8570 within 12 months of assignment. Must possess a Secret security clearance for assignment into this position IAW NGR 600-200 and 25B ALC CMP.
- **Note:** All Instructors will undergo extensive background checks, which include a State and Local Criminal History Repository check, behavioral health medical record review that will consider any behavioral health diagnosis and treatment provided within the last 12 months, and the United States Department of Justice National Sex Offender Public Registry. Inability to meet ALL the above requirements will result in non-placement or removal.

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 (HT/WT). 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 **233rd RTI** and assigned to a compatible military position in **MOS 25B**. 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 and 25B ALC COMPLETE. POSSIBLE 3-YEAR ASSIGNMENT AS A R&R NCO DURING SELECTEE'S CAREER

SECTION V: Summary Of Duties

The incumbent conducts training for Non-Commissioned Officer Education System (NCOES)/Military Occupational Skill Qualification (MOSQ) in accordance with Training and Doctrine Command (TRADOC) approved Course Management Plan (CMP)/Programs of Instruction (POIs) and applicable TRADOC regulations; conducts retraining and counseling as required; conducts inspections and formations and evaluates student's performance. Must assist in preparing the DA Form 1059s on each student for the NCOES/MOSQ

courses. The incumbents will be responsible for the following areas, schedule Annual Training periods, request waivers for courses, write training schedules for NCOES/MOSQ, perform Physical Security functions, instructor proponent certification, prepare safety accident reports, prepare drill schedules, and ensure Non-Commissioned Officer Evaluation Reports (NCOER's), dental and annual medical screenings are completed IAW regulations. Must also be able to assist and prepare the schoolhouse for all accreditation and assistance visits. Must be in excellent physical condition and lead physical training. 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-agr-applications@army.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 34-1 in the order listed below. All documents will be in a single scrollable PDF file, not as attachments to the NGB 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**.
 - * Individual Training Record (ITR) from DTMS will be accepted in place of the DA Form 705-TEST.
 - * **DO NOT SUBMIT A SCREENSHOT FROM DTMS**
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**.
 - * Individual Training Record (ITR) from DTMS will be accepted in place of the DA Form 5500/5501.
 - * **DO NOT SUBMIT A SCREENSHOT FROM DTMS**
6. **DA Form 4037** - Enlisted Records Brief (ERB) (Selection ERB).
 - * If ERB does not include ASVAB scores, you must also attach **DD Form 1966/1 or other record of ASVAB scores/course completion**.
 - * Must be within 6 months of the closing date of the announcement.
7. **DA Form 2166-9** - Last three (3) current NCOERSs
 - * 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 NCOER).
8. **NGB Form 23A** - Retirement Points Accounting Statement (RPAS)
 - * Must be within 6 months 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.