

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: Assistant Professor of Military Science	Position Number: 25-010A	Open Date: 14 January 2025 Close Date: 28 January 2025
MOS/Branch of Position: IN, FA, EN, AV, LG	Position PULHES: 222222	Officer: 1LT-CPT/O-3 w/ DOR after 01JAN23
HRO Point of Contact		Duty Location
Human Resource Office Telephone - (501) 212-4213		Arkansas State University Beebe, AR

SECTION II: Area of Consideration

(1) Priority Placement Roster; (2) Members of the Arkansas National Guard who possess or are able to obtain the required Officer Branch; (3) Members of the Army who possess or are able to obtain 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.)*

- **New Hire:** Must be a minimum grade of 1LT/O2 with a maximum grade of CPT/O-3 with a Date of Rank (DOR) after 01JAN23. This position is only open to the following branches: IN, FA, EN, AV, and LG. Officers must be a graduate of the Basic Officer Leaders Course. Graduates of the Captains Career Course are preferred. Must possess a baccalaureate degree.
- **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, unqualified branch officers must medically qualify for a branch transfer. A current Periodic Health Assessment (PHA) within 15 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, applicant must complete mandatory Full-Time Support (FTS) training at the Professional Education Center (PEC) within 6 months of assignment, if applicable. A Grade point average of 2.5 (on a 4-point scale) or higher 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. Possess or be able to obtain a Security Clearance no lower than Secret. May be required to fly in military or commercial aircraft for Temporary Duty (TDY) purposes. Must meet the requirements of 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 prior to appointment and pass the Army Physical Fitness Test on a semi-annual basis. Selectee will be assigned to a branch immaterial position in Joint Forces Headquarters. Must reside or agree to move within commuting distance (50 miles) of duty location.

SECTION V: Summary Of Duties

The incumbent assists the Professor of Military Science (PMS) in the development, management, and the administration of programs to commission the future officer leadership for the United States Army. Serves as the Recruiting and Operations Officer. Recruit cadets from Army National Guard units and officer accessions from ROTC into the Army National Guard. Increases the number of graduates seeking duty in the reserve components by advising / counseling cadets on the opportunities available in the Army National Guard and reserve forces. Maintains and fosters relationships with the university, surrounding communities, National Guard, and reserve commanders to encourage their cooperative support for the program. Teaches military science classes. Exercises prudent care of assigned resources consistent with Integrity Act objectives. Additional duties include establishing and validating a university curriculum and managing Army and university budgets. Performs other duties as assigned.

SECTION VI: Instructions for Applying. Applications must be emailed to HRO. The email address for HRO is: ng.ar.ararng.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. Missing documents or documents not following the attachment guidelines, listed below, will render the application disqualified and it will not be sent to the hiring official. 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, applicants must meet the qualification requirements as of the closing date of this announcement. Whenever possible, experience should be fully explained. "YES" answers in Part IV of NGB Form 34-1 (except item 9 and 17) must be explained in the space provided on the NGB Form 34-1. 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** - Officer Record Brief (ORB) (Selection ORB).
* Must be within 6 months of the closing date of the announcement.
7. **DA Form 67-10** - Last three (3) current OERSs
* 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 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
10. **DD Form 369** - Police Record Check
* The applicant needs to complete Sections I & II of the DD Form 369, you do not need to complete Section III
* Must have a separate DD Form 369 for each place the applicant has lived, worked, or attended school in the last seven (7) years continuously with no gaps in history
11. **DA Form 7424** - Sensitive Duty Assignment Eligibility Questionnaire
* Must be signed by the applicant **AND** by the commander of the applicant.

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.