

ARKANSAS ARMY NATIONAL GUARD FTNGD-OS VACANCY

Announcement Number:	26-082A
Position Title:	Aide de Camp
Date of Announcement:	28 August 2026
Closing Date:	14 September 2026
Duty Location & Unit:	Joint Force Headquarters (W8AXAA) North Little Rock, AR 72199
Grade, MOS & Para/Lin, Pos	O3, Branch Immaterial, Para/Ln 200/03, Position #06409985
Position Specific Requirement:	Applicant must be Company/Battery Command Complete, Captain's Career Course graduation preferred
Period of Tour:	Two years
Selecting Official:	The Adjutant General, Arkansas Army National Guard
Human Resources Office Point of Contact:	LTC Jason Hogue, jason.p.hogue.mil@army.mil, 520-708-4430
Area of Consideration:	All current members of the Arkansas National Guard. This position will be offered to both Arkansas Army National Guard and Arkansas Air National Guard. Only one servicemember will be selected for the tour.

Eligibility Requirements:

- Record Physical Fitness Tests are an annual requirement for M-day Soldiers and a bi-annual requirement for AGR Soldiers (no less than 4 months in between record tests). Applicants must provide most recent DA 705 as applicable per status. Applicants selected for this tour must have a passing record AFT within 6 months of accession for entry.
- All applicants must be screened for waist to height ratio within six months prior to the submission of their packet and subsequently again (within six months) if selected for the tour. Those not in compliance with AR 600-9, The Army Body Composition Program and Army Directive 2026-13 (Army Body Composition Program and Standards) will not be considered. Soldiers with a valid pregnancy profile are exempt from this requirement.
- Soldiers must reflect a current favorable PHA IAW Chapter 3, AR 40-501. Soldiers must be confirmed worldwide deployable (to include austere environments) with no limitations on duty. Applicants must not be MRC3 or MRC4 or on a temporary profile, with the exception of those applicants who are on a pregnancy/postpartum profile.
- Applicants must possess a valid national agency check with local records and credit check and have a favorable background screening prior to entry into the AGR program and security clearance required for the grade.
- Applicants must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.
- Applicants who are flagged, or should be flagged, for any reason will not be considered.
- Official start date for this position will be determined by the needs of the organization.

Duties and Responsibilities:

- Serves as Aide-de-Camp to The Adjutant General (TAG) of the Arkansas National Guard.
- Responsible for managing correspondence, planning and preparing trip itineraries, coordinating protocol events and performing routine activities for TAG.
- Prepares, organizes and coordinates calendars and schedules. Duties may include service as an executive assistant, email management, organizing social functions, logistical coordination and providing security.
- Accompany TAG on all scheduled missions.
- Coordinates with Commanders and other military officials of greater rank on behalf of TAG. Creates, maintains, and distributes TAG's itinerary to appropriate personnel.
- Ensure high standards, discipline, and performance are maintained consistent with TAG's intent and Army Regulation to provide an example for all others. Coordinates, Anticipates, and Verifies.

Instructions for Applying:

- Interested applicants will submit documents on the attached Application Checklist.
- Applications without all required supporting documents will not be considered. Applications received after the closing date will not be considered.
- **ONLY emailed applications will be accepted. Email application as one PDF Document to ng.ar.ararng.mbx.hro-agr-applications@army.mil.**

Equal Employment Opportunity: The policy of the National Guard is to treat all applicants equally without regard to race, color, gender, religion, national origin, age, sex or sexual orientation or non-disqualifying handicap. The National Guard is committed to develop and implement a diversity program that is consistent with equal employment opportunity and with the “Human Goals” of the Department of Defense.

TAG AIDE APPLICATION CHECKLIST

****INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED****

Name (Last, First):

Rank:

DODID:

Contact Phone #:

Email:

Current Address:

Current Status: (Check one)

M-DAY

FTNGD-OS (ADOS)

AGR

TECH

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial item as applicable)

1. _____ DA Form 1058 dated 1 October 2020 (must be complete with all signatures).
2. _____ Individual Medical Readiness (IMR) Report from MEDPROS reflecting last Physical Health Assessment (PHA) within 15 months. Report must show worldwide deployability and has no duty limitations. Additionally, submit all copies of current temporary and permanent profiles with IMR.
3. _____ Copy of last three years of Evaluation Reports (OERs/NCOERs).
4. _____ IPPS-A Soldier Talent Profile.
5. _____ Most recent DA 705. Applicants selected must have a passing record AFT within 6 months.
6. _____ DA 5500, Army Body Composition and Screening Assessment Worksheet dated July 2026.
7. _____ DA Form 5016, Retirement Accounting Statement (If a member of the National Guard, otherwise submit DD Form 1506).
8. _____ Security Clearance Verification Memo. Must be within six months of application.
Obtain from local security manager at ng.ar.ararng.persec.mil@army.mil.
9. _____ Memorandum of explanation for missing documentation (if applicable).
10. _____ Letters of recommendation. It is optional and highly recommended for applicants to submit any Letters of Recommendation for the position.