

Arkansas Army National Guard

Full Time National Guard Duty for Operational Support (FTNGD-OS) Position Vacancy Announcement

SECTION I: Administrative

(Authority: AR 135-200, Active Duty for Missions, Projects, and Training for Reserve Component Soldiers)

Position Title: LOD Coordinator	Position Number: 26-083A	Open Date: 28 August 2026 Close Date: 14 September 2026
MOS/Branch of Position: 42A, 68W	Position PULHES: 111111	NLT: E4 NTE: E6
HRO Point of Contact		Duty Location
Human Resource Office Telephone #: 928-998-9177		MEDCOM Camp Joseph T. Robinson, North Little Rock, AR 72199

SECTION II: Area of Consideration

(1) Members of the Arkansas Army National Guard (AR ARNG) who meet the requirements laid out in this announcement.

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.)*

1. Applicants must not be under a suspension of favorable personnel actions IAW AR 600-8-2.
2. Applicants must meet the Army medical retention standards IAW AR 40-501, Chapter 3.
3. Applicants must not be within 6 months of mandatory removal or expiration of term of service on the report date of the tour unless waived by The Adjutant General (TAG).
4. Applicants must have a record Army Fitness Test (AFT) taken within 6 months of the start date of the FTNGD-OS order. Applicants must maintain appropriate level of physical readiness and pass the appropriate service fitness test IAW service regulations.
5. Applicants must have a valid state issued driver's license. Must have an Army issued driver's license or be able to obtain one by the start of the duty position.
6. Applicants must have a non-expired Government Travel Card (GTC) or be able to obtain one by the start date of the position.
7. The Soldier must not have served on any combination of operational support orders for more than 1,825 days in the previous 2,190 days IAW PPOM 24-012.
8. Applicants must not serve more than 17 years of Active Federal Service because of this duty.
9. Applicants must not be able to qualify for sanctuary as a result of the OS order unless a waiver is applied for through ARNG-HRH and approved by the DARNG prior to the issuance of the order.
10. Applicants must have a current negative HIV-1 test within 2 years of the projected report date.
11. Must be a self-starter, responsible, dependable, and well organized.

SECTION IV: Placement Factors

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. Must meet the requirements of Army Regulation (AR) 600-9, Army Body Composition Program. Must meet the requirements of the Army Fitness Test IAW AR 350-1 prior to appointment.

SECTION V: Summary Of Duties

The Line of Duty (LOD) Coordinator serves as the primary program manager and subject matter expert for Line of Duty (LOD), Incapacitation Pay (INCAP), and Reserve Component Managed Care (RCMC) programs. The primary purpose of this position is to provide program oversight, quality assurance, technical guidance, and administrative support to ensure cases are processed accurately, timely, and in accordance with applicable Army and National Guard policies and regulatory requirements. A brief description of these duties includes, but is not limited to:

1. Reviews and processes LOD investigations and determinations for accuracy, completeness, and regulatory compliance. Conducts quality assurance reviews of supporting documentation, identifies deficiencies, coordinates corrective actions with subordinate units, and ensures cases are properly submitted and processed through appropriate channels.
2. Reviews and manages INCAP and RCMC packets to ensure eligibility requirements and required supporting documentation are satisfied prior to submission. Coordinates with Soldiers, units, medical personnel, leadership, to resolve discrepancies and facilitate timely processing of cases.
3. Provides technical guidance and training to subordinate units on LOD, INCAP, and RCMC policies, procedures, documentation requirements, and case-processing standards. Develops and conducts training for unit representatives and serves as the primary point of contact for program-related questions and assistance.
4. Manages system access and user permissions for personnel responsible for initiating, reviewing, and processing LOD-related actions. Reviews and approves access requests, assists users with system issues, and ensures appropriate personnel maintain the access necessary to perform assigned program responsibilities.
5. Monitors and tracks case status and program compliance throughout subordinate units. Identifies overdue actions, processing delays, trends, and recurring deficiencies; conducts follow-up with responsible personnel; and provides status updates and recommendations to leadership to improve program effectiveness and accountability.
6. Coordinates complex and returned cases with subordinate units, higher headquarters, medical personnel, legal personnel, and other appropriate agencies. Research regulatory and procedural requirements and provides guidance necessary to resolve issues and advance cases through the approval process.
7. Maintains program records and accountability and ensures actions are appropriately documented and managed in accordance with established policies, procedures, and regulatory requirements.
8. Performs other duties as assigned.

SECTION VI: Instructions for Applying. Applications must be emailed to nq.ar.ararnq.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. To be considered qualified, applicants must meet qualification requirements as of the closing date of this announcement. Substantial changes in duties and responsibilities during a job should be fully explained so that appropriate credit may be given. Orders are subject to the availability of funding.

ATTACHMENT GUIDELINES. All documents will be in a single scrollable PDF file. Multiple attachments in a single email will cause your application to be disqualified. Your application will have the following naming convention: **EOA_Lastname_Firstname.**

- A. DA Form 1058:** Application for Active Duty for Training, Active Duty for Operational Support, and Annual Training for Soldiers of the Army National Guard
- B. 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)
- C. Non Commissioned Officer Evaluation Report:** Last three years
 - 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 evaluation).
- D. Soldier Talent Profile (STP)**
 - Must be within 6 months of the closing date of the announcement.
- E. DA Form 705:** Record AFT Scorecard
 - Must be within 6 months of the closing date of the announcement.
- F. DA Form 5500 (JUL 2026):** Army Body Composition Screening and Assessment Worksheet
 - Must be within 6 months of the closing date of the announcement.
- G. DA 5016:** Retirement Accounting Statement
 - Must be within 30 days of the closing date of the announcement.
- H. Security Clearance Verification**
 - Must be within 6 months of the closing date of the announcement.
 - Request a verification memo from nq.ar.aranng.persec.mil@army.mil.
- I. Memorandum to the Hiring Official**
 - This memorandum 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.
- J. 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 Army National Guard is an equal opportunity employer and prohibits employment discrimination based on race, color, and national origin. All applications for this position will receive equal consideration.

ADOS 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. _____ SF 181 Race and National Origin Identification
11. _____ Letters of recommendation. It is optional and highly recommended for applicants to submit any Letters of Recommendation for the position.