

# ALABAMA AIR NATIONAL GUARD

## ACTIVE GUARD/RESERVE (AGR) VACANCY ANNOUNCEMENT

<b>ANNOUNCEMENT NUMBER:</b> 16-025 (Statewide)	<b>OPEN DATE:</b> 1 September 2016	<b>CLOSE DATE:</b> 4 October 2016	
<b>POSITION TITLE:</b> Unit Deployment Manager	<b>FUNC CODE:</b> 21C100	<b>PEC #:</b> 00052620M	<b>UMDA POSITION #:</b> 009742821C
<b>AFSC:</b> 8U000	<b>GRADE:</b> TSgt/(E6) - MSgt/(E7)	<b>UNIT/LOC/SELECTING OFFICIAL:</b> 187 <sup>th</sup> Fighter Wing, Montgomery, AL SMSgt Rebecca Daniels	

### DUTIES & RESPONSIBILITIES:

Prepare and process individuals for deployments/re-deployments to/from combat zones, exercises, and other locations based on US Government, DOD, AF, COCOM, and any other applicable guidance. Coordinate and schedule required pre-departure training with the deploying personnel, their supervisor, and DOS. The UDM will need access to the "Automated Civil Engineering System" (ACES) and the "Security Forces Management Information System" (SFMS) for scheduling pre-deployment training. Coordinate Tier 1, Tier 2 and Tier 2A training requirements. Procure deployment equipment specified by organizations or guidance from organizations, maintain this equipment, and distribute individual equipment for deploying personnel utilizing current host base and AFI guidance. Prepare and submit a list of requirements for purchase to squadron leadership in support of mobility/UDM requirements. Manage deployment reporting in the Air Expeditionary Force Reporting Tool (ART) including Unit Type Code posturing and individual status updates. Use LOGMOD and Excel to track pre-deployment/post-deployment mobility, logistics, security, ancillary training, medical, and dental requirements. Interface with Government-designated Commercial Travel Office (CTO), Air Mobility Command liaison officers, and unit/group/wing resource advisors to arrange and/or de-conflict deployment/re-deployment travel. Coordinate with wing, base and higher headquarters offices on deployment issues and maintain mobility folders/documentation IAW DoD Foreign Clearance Guide, AFI 10-244, AFI 10-403, AFI 33-332, AFI 37-132, associated AFCENT/MAJCOM/Installation supplements, and locally-developed guidance.

### QUALIFICATION/ELIGIBILITY REQUIREMENTS:

Applicant must be a member in the Alabama Air National Guard.

Applicant should be able to complete 20 years of active duty service prior to mandatory separation.

Must meet the ASVAB scores for this position.

Applicant must meet physical qualifications outlined in AFI 48-123, Attachment 2, Medical Examination and Standards.

Applicant must meet weight requirements at the time of entry into the AGR program. Any member on the ANG Weight Management Program is ineligible for entry into AGR Status.

Officers must meet the entry-level AFSC qualification criteria outlined in AFMAN 36-2105 for the duty AFSC compatible with the UMDA position.

Applicant must not be eligible for or be receiving an immediate Federal Retirement Annuity (military or civilian).

### APPLICATION PROCEDURES (following must be submitted)

1. Complete NGB Form 34-1 (dated 20131111 or newer) and sign. **(FAX copies will not be accepted.)**
2. All applications **must** be submitted with the new AGR Eligibility Checklist in ANGI 36-101 dated June 2010 verified by the appropriate Military Personnel Flight (MPF). Provide an AF Form 422 (Physical Profile Serial Report), and an ANG Fitness Assessment worksheet. Also, the new AGR Eligibility Checklist is available on the HRO website.
3. If over grade to the announced position, applicant must submit a written statement indicating a willingness to be administratively reduced.
4. Submit complete applications to the following address: **OTAG, ATTN: JFHQ-HRO-MDM, ATTN: MSG Gibson, 1720 Congressman W.L. Dickinson Drive, MONTGOMERY, AL 36109-0711** to arrive by COB on the closing date of the announcement.
5. Incomplete applications or applications received after the closing date will be returned without action.
6. If you have any questions regarding application procedures, call MSG Gibson at (334) 271-7468.

