

**ALABAMA ARMY NATIONAL GUARD
STATEWIDE VACANCY ANNOUNCEMENT # 21-003
3 Year OTOT (One Time Occasional Tour) Position**

GRADE: CW3 – CW4

POSITION: RC-WOCS Regional Course Manager

FEMALE ASSIGNMENT ELIGIBILITY: Yes

OPENING DATE: 04 October 2020

MOS/AOC: Immaterial (011A0)

UNIT: HQS 200th Training Regiment

LOCATION: Ft. McClellan, AL

CLOSING DATE: 24 October 2020

AREA OF CONSIDERATION: Open Statewide to all AGR, Military Technician, and Traditional Guardsmen in the rank of CW3 – CW4 who are current members of the Alabama Army National Guard.

Duty Position Job Description/Criteria: Serves as the Reserve Component Warrant Officer Candidate School (RC-WOCS) Regional Course Manager following guidance from Ft. Rucker WOCS Program to update RTI Programs, Course Flows, Policies and Procedures. Maintains oversight for the completion of RC-WOCS for Arizona, Missouri, Puerto Rico, South Carolina, and Texas. Communicates, Plans, coordinates, schedules, and executes training for two phase 1 classes during 5 IDT periods each and one phase 2 class (ADT). Serves as higher headquarters battalion element for the regional RC-WOCS school houses in the Southern region. Conducts staff assistance visits, TRADOC accreditation inspections and other QA processes for the WOCS region/BN and companies. These inspection tasks include preparing, reviewing and maintaining candidate, TAC, and instructor records and documents to ensure regulatory compliance within the WOCS BN. Supervise the development or develop the Deliberate Risk Assessment Worksheets (DRAWS) for all activities concerning WOCS at Fort McClellan. Advises the RTI battalion commander, ALARNG CCWO, and RTI staff on training issues and priorities. Assists in planning with the battalion staff to maximize efficiency of training, resources, and project management. Supports RTI Phase 2 WOCS at all levels through mutual agreement. Serves as a qualified WOCS instructor. Manages full-time and ADOS staff in the performance of their WOCS duties and responsibilities. Primary manager of ATRRS and Blackboard data for the 974th RTI phase 1 and 2 RC-WOCS students. Knowledge of systems should include, but not limited to ATRRS, Blackboard, SharePoint, MS TEAMS, RFMSS and IntelDocs. Develops rosters, spreadsheets, and various training documents as needed. Attends meetings with Ft. Rucker WOCS Staff to provide input on new policies.

QUALIFICATION/ELIGIBILITY REQUIREMENTS:

1. Must be a federally recognized member of the Alabama Army National Guard.
2. Must be able to serve at least 3 years in an active military status prior to: (a) Completing 18-years of active Federal service, or (b) The date of mandatory removal (without any extension under any provision of law or regulation from Ready Reserve status based on age or service as prescribed by current directives).
3. Meet medical standards as prescribed by AR 40-501, chapter 3, 4 or 5.
4. Must meet physical standards prescribed by AR 600-9.
5. Must not be under current suspension of favorable personnel actions.
6. Applicants must not be entitled to receive Federal military retired or retainer pay, receive Federal civil service annuities, or be eligible for immediate Federal civil service annuities.
7. Individuals who voluntarily resign from the OTOT program in lieu of adverse personnel actions are not eligible to reenter the program.
8. Individuals that have been separated from other military services for cause, unsuitability, or unfitness for military service (other than temporary medical disability) are ineligible to apply.
9. Selection and nomination will be the best qualified in terms principally involving experience, demonstrated ability, performance, training and education.
10. Must have a secret clearance. Security clearance must not be suspended or denied.

GENERAL INFORMATION:

1. Applicants are subject to personal interview upon notification of time and place.
2. Selection and nomination will be made without regard to race, religion, color, national origin, gender, political affiliation, or age.

3. This announcement is for a three year OTOT (One Time Occasional Tour). Upon completion of the OTOT, the Soldier will return to a traditional status and is not entitled to be assessed into the career AGR Program.

If interested in interviewing for this position, forward the following documents with this checklist on top:

1. NGB Form 34-1 dated Nov 2013 (AGR Application).
2. Copy of current MEDPROS IMR Report.
3. Copy of last 3 OERs.
4. Current ORB.
5. Last 3 record APFTs (DA 705).
6. Height & Weight Statement (DA 5500/5501 if applicable).
7. Copies of all DD 214's.
8. Current RPAM Statement.
9. DD Form 369 Police Records Check.

Application packet must be received NLT COB on 24 October 2020. Send to: OTAG, ATTN: JFHQ-HRO-MDM (SFC Azure Prad) P.O. Box 3711 Montgomery, AL 36109-0711. Any questions concerning this announcement contact SFC Prad at azure.s.prad.mil@mail.mil or (334) 271-7419.

FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN RETURN OF APPLICATION WITHOUT ACTION. INCOMPLETE APPLICATION PACKETS WILL NOT BE PROCESSED. APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE PROCESSED.