AIR NATIONAL GUARD
117TH AIR REFUELING WING (AMC)
SUMPTER SMITH JOINT NATIONAL GUARD BASE
BIRMINGHAM, ALABAMA 35217

ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 22-014

OPEN DATE: 18 JANUARY 2022   **EXPIRATION DATE: 17 FEBRUARY 2022**

Open To: NATIONWIDE

Number of Positions: 2
Position Title: Command & Control Operations
Position Number: 089000334 & 089000234
Minimum/Maximum Grade Authorized: A1C- SSgt
Duty AFSC: 1C3X1 Retraining Opportunity
Security Clearance: Must be able to obtain a Top Secret clearance
ASVAB REQ'D: ADMIN 55 & GENERAL 57
Unit/Duty Location: 117th Air Refueling Wing
Selecting Official: CMSgt Joseph Cook
HRO Remote: MSgt Jerica Waters (205)714-2686

If your current grade exceeds the maximum grade of this announcement, you must submit a written statement indicating willingness to accept an administrative reduction.

APPLICATION REQUIREMENTS

1. Signed NGB Form 34-1, **https://www.ngbpdc.ngb.army.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833**

2. Current Report of Individual Personnel (RIP): Obtain from Virtual Military Personnel Flight (vMPF)

3. AF Form 422: Must be signed and verified within 6 months from your Medical Group

4. Air Force Fitness Management System II (AFFMSII) Fitness Report: Must be Current and passing

5. All applications must be submitted with a completed AGR Eligibility Checklist, found in ANGI 36-101. Your unit's HRO Remote Designee or the appropriate FSS representative must complete this checklist.

Mail or hand carry completed application packages to:

JFHQ-AL MDM
ATTN: MSG John D. Kilpatrick
P.O. Box 3711
Montgomery, AL 36109-0711
john.d.kilpatrick.mil@army.mil

CEM Code 1C300
AFSC 1C391, Superintendent
AFSC 1C371, Craftsman
AFSC 1C351, Journeyman
AFSC 1C331, Apprentice
AFSC 1C311, Helper
COMMAND AND CONTROL OPERATIONS
(Changed 31 Oct 19)
1. Specialty Summary. Manages and performs activities within fixed ground, mobile and airborne command and control (C2) facilities such as installation and expeditionary command posts (CP), operations centers, rescue coordination centers, and Combatant Command and Major Command (COCOM/MAJCOM) command centers. Provides command, control, communications, and information support throughout the full spectrum of operations to include peacetime, emergency and disaster situations, crisis, contingency and war. Receives and relays C2 instructions and records; collects, processes, and submits manual and automated data products. Disseminates time-sensitive critical information to senior leaders and support agencies. Establishes procedures for operational reports and defense readiness reporting systems. Reports international treaty compliance information. Uses communications systems and consoles to affect positive control of assigned forces and weapons systems. Supports chemical, biological, radiological, nuclear, and explosive (CBRNE), and conventional warning and reporting activities. Ensures compliance with operations center and C2 Operations policies and procedures. Related DoD Occupational Subgroup: 125000.
2. Duties and Responsibilities:
2.1. Performs C2 actions to support Homeland Security, National Defense, and Air Force operations. Provides C2 of worldwide nuclear and conventional forces supporting Emergency Plans, Operations Orders, and Operations Plans. Facilitates C2 in support of the Installation Emergency Management (EM) Program. Coordinates actions to ensure prompt response during EM operations including immediate mobilization of resources and participation of agencies and organizations. Receives, processes, and disseminates emergency action messages via voice and record copy systems. Encodes, decodes, and transmits and relays presidential decisions to execute and terminate nuclear and conventional force operations. Relays C2 instructions for diversion, recall, evacuation, recovery, and reconstitution of forces. Coordinates and executes search and rescue activities. Coordinates with other agencies and organizations during planning, executing, and evaluation phases of C2 operations. Initiates, receives, and takes action on alert messages. Flight follows and manages aerospace resources and monitors mission status to include aircraft, aircrew support, transportation, maintenance support, fleet services, and passenger and cargo support. Monitors aircraft movement and relays information to and from aircrews. Coordinates mission delays with installation and external agencies. Monitors status of launch and space assets. Monitors status and location of key personnel, such as group commanders and above, to facilitate immediate communications with higher headquarters when necessary.
Ensures proper use and control of resources and classified material. Develops and evaluates C2 Operations processes. Performs self-assessments. Ensures operational readiness and adherence to standards. Recommends actions to correct C2 Operations procedural deficiencies. Maintains and disseminates local and worldwide current and forecasted weather to include watches, advisories and warnings to installation populace and aerospace resources. Ensures existing directives for executing and controlling assigned forces are understood and properly applied.
2.2. Prepares and submits operational, defense readiness, international treaty, and aerospace asset reports. Analyzes and disseminates information derived from operational and defense readiness reports. Establishes procedures for operational and defense readiness reporting to include developing procedures, maintaining databases, training personnel, and conducting staff assistance visits. Ensures reported data is current and accurate.
2.3. Operates and monitors voice, data, and alerting systems. Develops operating instructions directing CP and lateral agency C2 activities. Develops, maintains, and initiates quick reaction checklists supporting situations such as suspected or actual sabotage, nuclear incidents, natural disasters, aircraft accidents or incidents, evacuations, dispersal, and aerospace anomalies. Receives and disseminates time-critical information to and from the commander to internal and external agencies during daily operation, natural disasters and wartime and contingency operations to affect positive control of assigned forces and weapons systems. Coordinates actions to ensure prompt response during disaster operations (pre, trans, and post), including immediate activation and recall of all resources and participating agencies and organizations. Monitors actions to preserve life, minimize damage, and restore operations following natural disasters (trans and post), accidents, wartime attacks, and military operations other than war. Coordinates, directs, and monitors actions to allow continuation or restoration of vital functions and operations. Maintains operational status displays. Maintains proficiency in C2 systems and aircraft flight following and mission management systems such as, but not limited to, Unit Level/Command and Control (UL/UC2) Systems and Global Decision Support System (GDSS). Establishes manpower, communications, equipment, and facility requirements.
2.4. Maintains Communications Security (COMSEC) to include receiving, safeguarding, utilizing, inventorying, issuing and destroying COMSEC material. Maintains C2 Operations personnel, information, operations, computer, emission, industrial and physical security programs.
2.5. Performs administrative actions. Compiles and maintains entry authority list. Coordinates and provides input to installation support plans. Maintains directives and daily events log.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: Air Force organization and administration; EM the National Incident Management System (NIMS) and Air Force Incident Management System (AFIMS); C2 data systems and reporting; automated data processing equipment use, capabilities, and limitations; techniques of presenting data; data collection procedures and summary techniques; purpose of command post for preparing, executing, and controlling assigned forces; emergency actions and directives; command weapon systems movement and transfer procedures; encode, decode; and authorization procedures used by command of assignment.

3.2. Education. For entry into this specialty, completion of high school is mandatory.

3.3. Training. For award of the AFSC 1C331, completion of the Command and Control Operations Apprentice Course is mandatory.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated:

3.4.1. 1C351. Qualification in and possession of AFSC 1C331. Also, experience in functions such as handling automated operational data, controlling input and output data from automated C2 Operations systems using data processing devices, and communication operations.

3.4.2. 1C371. Qualification in and possession of AFSC 1C351. Also, experience performing or supervising functions of C2 operations.

3.4.3. 1C391. Qualification in and possession of AFSC 1C371. Also, experience managing and directing C2 Operations functions.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into this specialty:

3.5.1.1. See attachment 4 for additional entry requirements.

3.5.1.2. Must pass Reading Aloud Test as defined in current version of Medical Standards Directory (MSD).

3.5.1.3. Certification by a Command Post Superintendent that the applicant is recommended and approved for entry and training into 1C3XX by the AFCFM IAW AFI 10-207, Command Posts. NOTE: This requirement applies to retraining applicants only.

3.5.1.4. Retrainees are only accepted IAW the following: E-1 through E-5 (no TIS restrictions), E-6 (less than 10 years TIS), SNCOs are not accepted.

3.5.2. For entry, award and retention of these AFSCs:

3.5.2.1. No record of psychiatric hospitalization.

3.5.2.2. No history or evidence of chronic mental health disorder, substance use disorder, or other significant chronic disorders by a licensed health care provider.

3.5.2.3. Must have an S1 profile (for PULHES clearance)

3.5.3. For award, and retention of these AFSCs:

3.5.3.1. Must maintain certification according to AFI 10-207.

3.5.3.2. Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

3.5.3.3. Specialty requires routine access to Tier 5 (T5) information, systems or similar classified environments.

3.5.3.4. Completion of a current T5 Investigation IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program.

3.5.3.5. Reclassified and/or retraining personnel may enter the career field with a Secret clearance.

3.5.4. For retention of this specialty:

3.5.4.1. Must maintain S1 profile.

NOTE: Award of the entry level without a completed T5 Investigation is authorized provided an interim Top Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405.