

AIR NATIONAL GUARD
187TH LOGISTICS READINESS SQUADRON
187TH FIGHTER WING, MONTGOMERY, ALABAMA

ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 22-021

OPEN DATE: 29 March 2022

EXPIRATION DATE: 28 April 2022

This announcement is open to all current members of the Alabama Air National Guard and those eligible for membership in the Alabama Air National Guard.

Number of Positions:	1
Title:	Unit Deployment Manager (LRS)
Position Number:	010088671C
AFSC:	2S0X1
Minimum/Maximum Grade Authorized:	TSGT (Promotable) - MSGT
Required ASVAB:	A: 41 G: 44
Security Clearance:	Secret
Unit/Duty Location:	187 th Fighter Wing Montgomery, AL

Selecting Official: MSgt Marecause P. Hinton

For more information about this position or the unit of assignment, please call: 334-394-7504

Promotion to the highest grade may not be supported by the units manning authorizations. The start date for this position is contingent upon resource availability.

APPLICATION REQUIREMENTS

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

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

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

myFitness Report: Must be Current and passing

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, hand carry, or email completed application packages to:

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

All emailed packages must be in a single PDF

Applicants that do not meet the minimum requirements will not be considered.

DUTIES AND RESPONSIBILITIES: The information below was taken for the AFECDD, 31 October 2021

(https://mypers.af.mil/app/answers/detail/a_id/7504/kw/afecdd).

MATERIEL MANAGEMENT

(Changed 30 Apr 17)

1. Specialty Summary. Conducts education and training (E&T) tasks for maintenance, operations, and support training; education services; curriculum development; and instructor activities. Develops, delivers, and evaluates E&T programs and oversees E&T activities. Related DoD Occupational Subgroup: 157000.

2. Duties and Responsibilities:

2.1. Develops, delivers, and evaluates E&T programs. Applies instructional system development (ISD) process. Collects and analyzes job performance data, and conducts occupational analysis surveys. Compares individual knowledge and skills with job standards, and identifies E&T requirements. Develops and validates standards. Determines adequacy of existing courses and programs. Screens and validates formal E&T requirements. Develops objectives to meet Air Force academic, vocational, and technical standards. Determines most cost effective method to deliver E&T. Sequences objectives; selects instructional design, method, and media; and identifies resource needs. Creates materials to support objectives. Develops tests and standards to measure individual abilities. Evaluates E&T programs, recommends actions to correct deficiencies, and oversees evaluations and surveys. Conducts, validates, and revises programs and instruction. Coordinates user feedback with career field managers and E&T providers, and monitors corrective actions. Proctors exams. Maintains and controls testing materials.

2.2. Administers E&T programs. Serves as E&T program manager. Consults on ISD process and career field E&T plans (CFETP). Advises on E&T materials and services. Conducts work center visits, and organizes programs to develop and conduct job site training. Advises on unit and individual E&T progress. Identifies E&T providers, capabilities, and resources, and ensures availability of materials. Recommends revisions to E&T programs and CFETPs. Helps obtain and analyze history of E&T achievements, establish goals, and enroll in classes, courses, and programs. Prepares and maintains records, files, and materials. Maintains liaison with activities conducting, scheduling, or supporting E&T requirements. Coordinates and schedules events and facility use. Requests course quotas; monitors formal E&T process; and maintains records of course attendance, withdrawals, completions, and costs. Manages automated systems and products, measurement tools, multimedia and maintenance qualification training programs, and the extension course program. Coordinates contingency task training.

2.3. Oversees E&T activities. Organizes E&T programs to achieve educational goals and mission requirements. Prepares directives to manage and control E&T programs. Implements policies and coordinates changes. Develops and manages reporting procedures. Maintains E&T data, and provides statistical reports on programs and operations. Monitors progress, identifies problem areas, determines causes, recommends corrective action, and provides counsel. Organizes and controls facilities, supplies, and equipment to support E&T needs. Forecasts E&T requirements, determines validity, and assesses cost. Participates in utilization and training workshops, training planning teams, and training planning groups.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: principles, policies, and procedures of Air Force E&T programs; interviewing and counseling techniques; training techniques and instruction methods; task analysis procedures, learning process, curriculum development, training evaluations, and E&T systems and products; effective writing skills; editing practices; instructional media application, training reporting, program and curriculum validation, and implementation procedures; training program management; scheduling training events and facilities; conducting assistance visits and training meetings; work center and individual job qualification standard development; education institution registration requirements; military personnel classification system and policies; application of communicative interpersonal skills; and distance learning concepts.

3.2. Education. For entry into this specialty, completion of high school or higher education level is mandatory. Academic courses in English grammar and composition, speech, psychology, guidance, and sociology are desirable.

3.3. Training. For award of AFSC 2S031, completion of a basic materiel management course is mandatory.

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

3.4.1. 2S051. Qualification in and possession of AFSC 2S031. Also, experience is mandatory in preparing and maintaining documentation and records associated with materiel management.

3.4.2. 2S071. Qualification in and possession of AFSC 2S051. Also, experience is mandatory supervising storage facilities, analyzing trends in stockage policy and customer support, and operating contingency processing functions.

3.4.3. 2S091. Qualification in and possession of AFSC 2S071. Also, experience is mandatory managing functions such as computing stock control levels; receiving, storing, and issuing property.

3.5 Other. The following are mandatory as indicated:

3.5.1. See attachment 4 for entry requirements.

3.5.2. For award and retention of these AFSCs, must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security

3.5.3. Retraining into the 2S0XX career field within the Air Force Reserves and Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service.

The information below was taken from ANGI 36-101, 03 June 2010.

5.3. Grade. To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Reference paragraph 6.6. for proper assignment to a position/unit.

5.3.1. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, *Administrative Demotion of Airmen*, when assigned to the **22 ANGI36-101 3 JUNE 2010** position. Acceptance of demotion must be in writing and included in the assignment application package.

5.3.2. Approval in writing from NGB/A1M is required prior to the accession of any O-6. In addition, any officer may not enter the AGR program in an overgrade status.

5.4. Commissioning of Enlisted Member. Enlisted personnel applying for officer positions must be eligible for commissioning upon application for AGR duty. Assignment to the AGR tour will not become effective until the individual receives a commission in the ANG and as a Reserve of the Air Force.

5.5. Air Force Fitness Standards. AGR Airmen are subject to the provisions of ANGI 10-248, *Air National Guard (ANG) Fitness Program* until superseded by AFI 36-2905, *Fitness Program*. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

5.6. Security Clearance. AGRs must have a current favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC. Local security representatives can provide verification of security clearance information using the Joint Personnel Adjudication System (JPAS).

5.6.1. AGR follow-on assignments will not be issued without a current favorable adjudicated security clearance investigation.

5.6.2. If a top secret security clearance is not held by Airmen selected for an AGR assignment that requires access to top secret information, the Airman must initiate a security clearance update. The AGR selectee must notify their unit security manager to initiate a new security investigation. The HRO/AGR Manager will not issue the AGR orders until security clearance upgrade is initiated and the member has a current favorable investigation.

5.7. Separated for Cause. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

5.8. Retainability for an AGR Assignment. Enlisted personnel must obtain sufficient retainability to fulfill an AGR assignment.

5.9. Sanctuary. It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. Anyone whose order [AD or FTNGD orders (other than training)] places them at 18 years or more TAFMS will require a signed and approved sanctuary waiver IAW AFI 362131, *Administration of Sanctuary in the Air Reserve Components*.

5.10. Inability to attain 20 years TAFMS. AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in Attachment 3. The HRO will maintain the completed and signed Statement of Understanding.

5.11. Medical Requirements. Applicants for permanent, occasional or AGR deployment backfill tours must meet the requirements outlined in Chapter 12.

ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM:

Must be a member or eligible to become a member of the Alabama Air National Guard.

Member will be required to hold a compatible military assignment in the unit they are hired to support.

Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.

Member must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards, Attachment 2 before being placed on an AGR tour.

Member must have retain-ability to complete the tour of military duty.

Member must not be eligible for, or receiving a federal retirement annuity.

Member must comply with standards outlined in AFI 36-2905, Fitness Program to be eligible for entry into the AGR program.

Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.

Member must hold required AFSC or be eligible for retraining (if applicable) and meet all eligibility criteria in AFECDA/AFODC

ADDITIONAL DUTIES: Member must obtain the 8U000 Qualification within one year of appointment.

AGR members will participate with their unit of assignment during Regular Scheduled Drill (RSD).

AGR tour lengths in the State of Alabama are at the discretion of the Squadron Commander.

Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years, per ANGI 36-101

To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score.

Scores are reflected on your personnel RIP.

If your ASVAB score does not meet the minimum required IAW AFECDD Attachment 4, contact your servicing MPF. You have the option to retake the test.

You must schedule your test date and receive your new scores prior to the announcement closing date.

Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

Coordinates deployment in processing actions of newly assigned personnel to ensure members are assigned to the correct AEF Band, added to the Aerospace Reporting Tool (ART) database, and their Air Force Deployment Folders are created.

Creates and manages the unit deployment folder program through a proactive inspection program.

Manages and tracks passport and visa requests for members deploying OCONUS IAW the DoD Foreign Clearance Guide.

Manages organization micro-purchase program for deployment equipment orders IAW applicable reporting instructions.

Schedules deployment and readiness training IAW requirements identified in applicable reporting instructions and published Air Force Instructions. Manages small arms training requirements.

Uses Logistics Module (LOGMOD) to develop and maintain unit type codes (UTCs) for which their organization is a pilot unit. Ensures equipment meets Mission Capability Statement requirements, are error free, and coordinates with the Installation Deployment Readiness Cell for submission to MAJCOM for approval and inclusion in AF planning documents. Validates UTCs biennially, or more often as required, to ensure organization is capable of meeting wartime requirements.

Manages and maintains organization AEF UTC Reporting Tool (ART) inputs and status updates for assigned military members. Reviews and validates information contained within Status of Resources and Training System (SORTS), Defense Readiness Reporting System (DRRS), Designed Operational Capability statements (DOC), Mission Essential Task Lists (METLs), and LOGMOD Deployment Requirements Manning Document (DRMD). Advises commander when matters impacting deployment readiness arise.

Tracks and verifies organization personnel medical status in regards to deployment readiness.

Coordinates transportation requirements with the Installation Deployment Readiness Cell.