

**AIR NATIONAL GUARD**  
Joint Force Headquarters  
187<sup>th</sup> FIGHTER WING, MONTGOMERY, ALABAMA  
117<sup>th</sup> AIR REFUELING WING, BIRMINGHAM, ALABAMA

**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 24-043**

**OPEN DATE: 18 DECEMBER 2024**

**EXPIRATION DATE: 18 JANUARY 2025**

**OPEN TO: NATIONWIDE**

**Number of Positions:** 1  
**Position Title:** Aviation Resource Management Specialist  
**Func Code:** 32D200  
**PEC#:** 52635G  
**UMDA Position #:** 0113250534  
**AFSC:** 1C072  
**ASVAB REQUIRE:** A50  
**Grade:** E-6 -- E-7  
**Security Clearance:** Secret  
**Duty Location:** 187<sup>th</sup> Fighter Wing Montgomery, Al  
**Selecting Official:** SMSgt Jonathan Dean  
**HRO Remote:** MSgt Vernon Harris

## APPLICATION REQUIREMENTS

Signed NGB Form 34-1, [NGB Forms](#)

**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

**Air Force Fitness Management System II (AFFMS II) Fitness 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.**

**Email completed application packages to:**

**JFHQ-AL MDM**  
**ATTN: Ms. Calnecia Gregg**  
[ng.al.alarnng.list.j1-air-mdm@army.mil](mailto:ng.al.alarnng.list.j1-air-mdm@army.mil)  
**P.O. Box 3711**  
**Montgomery, AL 36109-0711**

**\*All emailed packages must be in a single PDF\***

**AVIATION RESOURCE MANAGEMENT**  
**(Changed 30 Apr 19)**

**1.Specialty Summary.** Performs and manages a variety of activities in direct support of aviation, parachutist, and missile combat crew operations. The aviation resource management career field is the office of primary responsibility for the following functional areas: flight and parachutist duty incentive pay; flight and jump status authorization; and aircrew, parachutist, missile combat crew duty readiness validation. Related DoD Occupational Subgroup: 155600.

**2. Duties and Responsibilities:**

2.1. Initiates actions to execute aviation/parachutist/missile combat crew management policy and procedures. Prepares and processes aeronautical orders and military pay orders. Schedules aircrew flying and ground training and maintains mission information and planning data. Assists in establishing flying schedules and aircraft and aircrew assignments. Prepares reports, and coordinates aircraft schedules and aircrew training activities with maintenance, communication, armament, intelligence, personnel, and medical units. Prepares flight authorizations and monitors individual flight/jump requirements and allocated flying hours.

2.2. Plans, schedules, and supervises aviation resource management functional areas. Analyzes and summarizes reports and aviation/parachutist/missile/operation training and resource data. Reviews personnel action requests on aircrew members and parachutists

to determine the effect on their status; monitors individual entitlement to incentive pay.

2.3. Acts as technical adviser on matters pertaining to the Aviation Resource Management System. Plans, organizes, schedules, directs, and evaluates workloads and duty assignments of 1C0X2 personnel. Evaluates work methods and procedures to achieve the most economical use of resources and functions. Manages and evaluates functions and conducts liaison duties with mission support agencies to reduce common problems, improve procedures, and increase efficiency.

**3. Specialty Qualifications:**

3.1. Knowledge. Knowledge is mandatory of: flight and jump pay entitlement policy and regulations, aircraft flying hour management, authorization requirements to perform in-flight and parachutist duties. Perform management actions in the Aviation Resource Management System. Build ad hoc reports to track aircrew, parachutist, and missile combat crew member training requirements. Validate compliance to aircrew, parachutist, and missile combat crew qualification requirements.

3.2. Education. For entry into this specialty, completion of high school with courses in oral communications and computer operations is desirable.

3.3. Training. Completion of the basic aviation resource management course is mandatory for the award of AFSC 1C0X2.

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

3.4.1. 1C052. Qualification in and possession of AFSC 1C032. Also, experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.

3.4.2. 1C072. Qualification in and possession of AFSC 1C052. Also, experience in performing or supervising functions experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.

3.4.3. 1C092. Qualification in and possession of AFSC 1C072. Also, experience in preparing and interpreting aviation and parachutist resource management policies and directives. The member must have the SEI 066.

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 entry requirements.

3.5.2. For award and retention of these AFSCs:

3.5.2.1. Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments.

3.5.2.2. Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301,

*Computer Security.*

3.5.3. For award and retention of AFSCs 1C0X2 and 1C000:

3.5.3.1. Completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, *Air Force Personnel Security Program.*

*NOTE:* Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has

been granted according to DoDM 5200.02, AFMAN 16 -1405.

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

3.5.4.1. Ability to speak distinctly is mandatory.

**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, Medical Examination and Standards (DAFMAN 48-123), 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 DAFMAN 36-2905, Fitness Program to be eligible for entry into the AGR program.  
Member must meet all eligibility criteria in ANGI 36-101, The Air National Guard Active Guard and Reserve (AGR) Program.  
Member must hold required AFSC or be eligible for retraining (if applicable) **and meet all eligibility criteria in AFECD/AFOCD**

## **ADDITIONAL DUTIES**

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 AFECD 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.  
A law enforcement background check may be required prior to appointment to this position.  
By submitting a resume or application for this position, you authorize this agency to accomplish the check

## **APPLICATION INSTRUCTIONS**

***APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT.  
\*\*\*\*\* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED \*\*\*\*\****

### **WRITTEN EXPLANATION IS REQUIRED FOR ANY MISSING DOCUMENTS**

Current AGR members and those who wish to become an AGR must submit the following:  
AGR Eligibility Checklist found in ANGI 36-101 (**see below**).  
NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 November 2013  
Announcement number and position title must be annotated on the form  
Download the current form version from;  
<http://www.ngbpcdc.ngb.army.mil/forms/Adobe%20PDF-F/ngb34-1.pdf>  
Current Report of Individual Personnel (RIP). Documents must show your ASVAB scores.  
RIP can be obtained from the servicing Force Support Squadron (FSS)  
In lieu of a RIP, applicant may provide a printout from the virtual MPF (vMPF)  
Select 'Record Review', and then 'Print/View All Pages'  
Copy of current passing physical fitness assessment. (From AF Portal, <https://www.my.af.mil/>)  
AF Form 422, Physical Profile Serial Report <https://asims.afms.mil/imr/MyIMR.aspx> (CURRENT within 5 years, validated within 12 months, working copy is acceptable)  
ALANG - Air Technicians interested in converting to AGR status:  
Selection for the advertised position does not constitute acceptance into the AGR program.  
Once notification of a selection is made, the individual is required to submit a request for AGR medical clearance through the Medical Group, to the State Air Surgeon.  
The State Air Surgeon will evaluate the request and notify MDG of the member's medical clearance approval or denial.

The information below was taken from ANGI 36-101, 21 April 2022.

**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 position/unit. 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 AFI 36-2502, Enlisted Airman Promotion/Demotion Programs, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.

**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 and has completed formal training for which an AFSC has been awarded

**5.5. Air Force Fitness Standards.** AGR Airmen are subject to the provisions of AFMAN 36-2905, *Air Force 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 Physical Fitness Assessment (PFA), an overall "Pass" rating is required and any DLC must be resolved prior to accession.

**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 Defense Information System for Security (DISS)

**5.7. Separated for Cause.** To be accessed in the AGR program, an individual must not have been previously separated for cause from a previous Reserve Component AGR tour or from any Active Component. Requests for waiver to this policy will be annotated on the AF Form 679 and routed to NGB/A1PP.

**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 of TAFMS). Anyone whose order, whether active duty (AD) or full-time National Guard duty (FTNGD) other than for training, places them at 18 years or more of TAFMS will require a signed, approved sanctuary waiver in accordance with DAFI 36-2110, *Total Force Assignments*.

**5.10. Inability to attain 20 years TAFMS.** AGR applicants should be able to attain 20 years of TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General, Commanding General, or designee. Individuals selected for AGR tours that cannot attain 20 years of TAFMS prior to reaching mandatory separation must complete the Statement of Understanding contained in Attachment 3. The HRO will maintain the completed, 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](#).