

**ALABAMA ARMY NATIONAL GUARD  
ACTIVE GUARD RESERVE (AGR)  
NATIONWIDE VACANCY OPEN TO  
AGR, TECHNICIAN, AND M-DAY SOLDIERS  
ANNOUNCEMENT NUMBER 25-009**

**UNIT: 22nd Recruiting & Retention Battalion**

**POSITION: Recruiting & Retention NCO**

**RANK: Specialist – Staff Sergeant**

**MOS/AOC: Immaterial**

**POSITION LOCATIONS: Recruiting Teams 1, 2, 3, 4, 5, 6, 7, 8 (see map and selection sheet below)**

**Stabilization: Recruiting & Retention NCO (RRNCO) incurs Stabilization Period of 36 months from completion of ARNG Non-Career Recruiter Course or AGR In-processing (whichever is longer).**

**OPENING DATE: 5 December 2024**

**CLOSING DATE: 30 September 2025**

**Hiring Boards conducted throughout FY25 as positions come available.**

**Annual Base Pay, Allowances, Special Duty Assignment Pay and Recruiter Performance Pay:**

Grade / Yrs	Base Pay	BAH*	BAS	SDAP**	RPP***	RPP****	Total
E-5 / 6 Yrs	\$43,222	\$16,992	\$5,523	\$4,500	\$4,500	\$3,500	\$78,237
E-6 / 8 Yrs	\$51,030	\$18,432	\$5,523	\$4,500	\$4,500	\$3,500	\$87,485
E-7 12 Yrs	\$61,862	\$19,404	\$5,523	\$4,500	\$4,500	\$3,500	\$99,289

\*Basic Allowance for Housing: Montgomery, AL 36109 With Dependents. Actual subject to Duty Location.

\*\*Special Duty Assignment Pay: \$3,600 during first 12 months after SQI4 Graduation then \$4,500.

\*\*\*Recruiter Performance Pay: Earn \$4,500 for achieving Assigned Recruiting Mission. Current Missioning Model is 13 (SGT/E-5), 14 (SSG/E-6) and 15 (SFC/E-7).

\*\*\*\*Earn additional RPP of \$500 per Enlistment for each Enlistment over Assigned Mission (7 Enlistment maximum for \$3,500; Total RPP not to exceed \$8,000 per FY).

**Must meet the following prerequisites:**

- a. Must be at least 21 years of age and have a minimum of 3yrs Time in Service.
- b. SPC/E-4 must have completed BLC or be on current promotion list and eligible to promote to SGT/E-5.
- c. Physical demands rating and qualifications for initial award of MOS: A physical profile of 132321. Soldiers possessing a 3 in Upper Extremities must have prior MOS Administrative Retention Review (MAR2) clearance (waiver not authorized); Must not possess obviously distracting physical characteristics or mannerisms to include a shaving profile (waiver not authorized). Tattoos must be in compliance with AR 670-1; Physical demand rating of Moderate (Gold); Must possess manual dexterity in both hands; Frequently reviews documents and records/correspondence; Frequently engages in verbal conversation; Frequently sits for extended periods of time.
- d. Must have a minimum score of 110 in aptitude area GT waivable to GT score of 100 or GT score of 95 with a skilled-technical (ST) score of 95.
- e. Must meet selection criteria in National Guard Regulations 601-1, 600-200, 600-5, 600-10, and Army Regulation (AR) 601-280 and AR 135-18 as applicable.
- f. Must be a high school graduate with diploma or have a GED.
- g. No record of convictions by special or general courts-martial or civilian courts of offenses listed in AR 27-10, chapter 24 or otherwise required to register as a sex offender under AR 27-10, chapter 24.
- h. RRNCO must achieve Suitability Clearance (HRR Form 600 – Recruiting and Training Cadre Suitability Questionnaire). Applicant can be hired AGR with favorable State level check but must have favorable NGB check to remain AGR. If non-favorable results are received, AGR status will be terminated.
- i. Must complete the Recruiting and Retention course at the National Guard Professional Education center within 180 days of entry into the AGR Program or AGR status can be terminated.

**Duty Position Job Description/Criteria:**

The Recruiting and Retention NCO (RRNCO) is responsible for all three tenets of the Strength Maintenance Program; (Recruiting, Attrition Management, and Retention). The RRNCO is a critical part of the Strength Maintenance Program and is essential to maintaining the strength and relevance of the ARNG. RRNCO will establish and maintain contacts and execute recruiting programs. Conduct telephone prospecting, area canvassing and other lead generating activities. Interview and Pre-qualify prospects, to ensure current basic enlistment eligibility criteria are met prior to administration of ASVAB test. Transport applicants to Military Entrance Processing Stations (MEPS) and the Military Examination Test Sites (METS). Prepare enlistment

packets. Develop and maintain good working relationship with unit leaders and support personnel. Prepare, conduct, and evaluate SM: training seminars, workshops, for assigned units. Determine basic eligibility for extension/immediate re-enlistment. Maintain contact with unit members to determine needs and assist with resolving issues and concerns as related to the unit and the ARNG. Must have excellent speaking ability and presentation skills with knowledge of the organization and mission of the ARNG.

**QUALIFICATION/ELIGIBILITY REQUIREMENTS:**

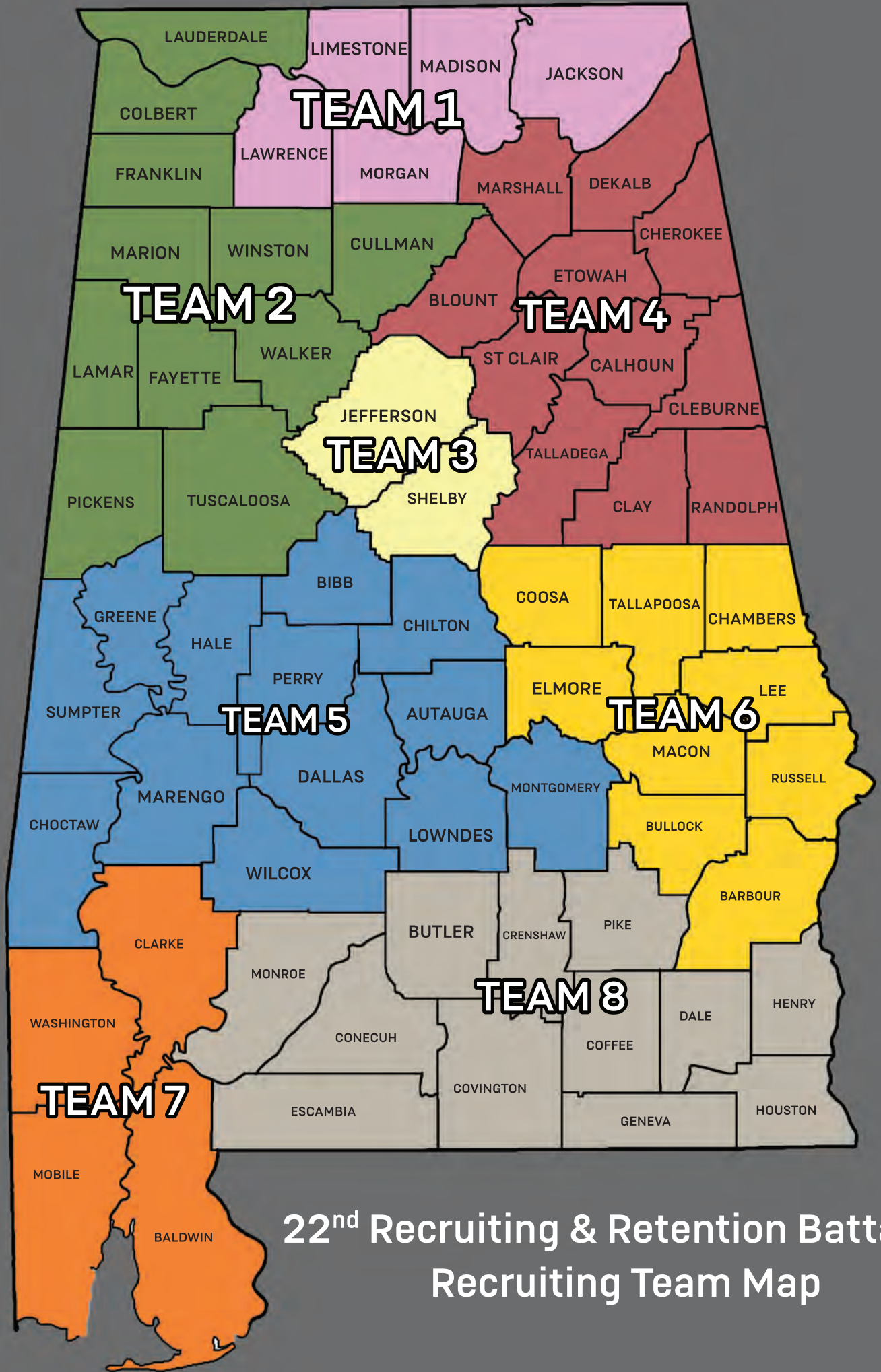
1. Must be a Federally recognized member of the Army National Guard.
2. Must be able to serve at least 3 years active status prior to: (a) Completing 18 years of Active Federal Service or (b) The date of mandatory removal (w/o extension under any provision of law or regulation from Ready Reserve status based on age or service 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 who voluntarily separate from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation.
7. 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.
8. Individuals who voluntarily resign from the AGR program in lieu of adverse personnel actions are not eligible to reenter the program.
9. Individuals separated from other military services for cause, unsuitability, or unfitness for military service (other than temporary medical disability) are ineligible to enter the AGR program.
10. Individuals who would attain 18 or more years of active military service during their initial tour period of AGR duty are ineligible to enter the AGR program.
11. Individuals involuntarily separated from AGR program are not eligible to reenter the program.
12. Eligibility of females will be consistent with existing Department of the Army Combat Exclusion policies. Selection and nomination will be made from those applicants determined best qualified in terms principally involving experience, demonstrated ability, performance, training and education.
13. Must be eligible for AGR service IAW AR 135-18.
14. Must be able to obtain/maintain secret clearance. Clearance must not be suspended or denied.
15. No documented instances in the last 5 years of conduct which reflects adversely on the character, honesty, or integrity of the Soldier to include: (a) No conviction by court-martial or by any Federal or state court and (b) No punishment under Article 15, Uniform Code of Military Justice (UCMJ) or Alabama Code of Military Justice (ACMJ) caused by incidents that reflect adversely on the Soldier's integrity and lack of trust. (c) No letter of reprimand, censure, or admonition under the provisions of AR 600-37.
16. All permanently filed adverse documents from any time or service in any component must be disclosed and included with packet. Soldier can provide additional explanation as needed. Failure to disclose all documents above may result in curtailment of the AGR Tour.

**APPLICATION PACKET WILL INCLUDE THE FOLLOWING DOCUMENTS IN A SINGLE PDF FILE:**

1. This Position Announcement to include Recruiting Team Selection Sheet (see page 4).
2. NGB Form 34-1 (AGR Application).
3. Copy of current MEDPROS IMR Report.
4. Copy of last 3 NCOERs.
5. Current ERB with ASVAB scores posted.
6. Last 3 record ACFTs (DA 705).
7. Commander's Height & Weight Memo.
8. DA 5500/5501 (if applicable).
9. Copies of all DD 214's/NGB 22's.
10. Current RPAM Statement.
11. Current DD Form 369 Police Records Check (Within 30 days).
12. HRR Form 600 Recruiting and Training Cadre Suitability Questionnaire (April 2024).
13. Security Clearance memorandum.
14. If your current grade exceeds the maximum grade of this announcement, you must submit a statement indicating willingness to accept an administrative reduction.
15. Memorandum from supervisor acknowledging interest in this position (current AGR members only).

Email Application Packet to [ng.al.alarnng.list.22-rr-bn-job-submission@army.mil](mailto:ng.al.alarnng.list.22-rr-bn-job-submission@army.mil). Application Packet must be received NLT COB of the Closing Date indicated above. Email any questions to same email address.

**FAILURE TO COMPLY WITH THESE INSTRUCTIONS AND/OR SUBMISSION OF AN INCOMPLETE PACKET WILL DELAY HIRING CONSIDERATION.**



**22<sup>nd</sup> Recruiting & Retention Battalion  
Recruiting Team Map**

# Recruiting Team Selection Sheet

(Indicate Yes = I am applying for this Recruiting Team)		
(Indicate No = I am not applying for this Recruiting Team)		
Yes or No	Team	Recruiting Team Counties of Responsibility
Yes No	1	Limestone, Madison, Jackson, Lawrence, and Morgan
Yes No	2	Lauderdale, Colbert, Franklin, Marion, Winston, Cullman, Lamar, Fayette, Walker, Pickens, and Tuscaloosa
Yes No	3	Jefferson and Shelby
Yes No	4	Marshall, Dekalb, Blount, Etowah, Cherokee, St. Clair, Calhoun, Cleburne, Talladega, Clay, and Randolph
Yes No	5	Sumpter, Greene, Hale, Perry, Bibb, Chilton, Choctaw, Marengo, Wilcox, Dallas, Autauga, Lowndes, and Montgomery
Yes No	6	Coosa, Tallapoosa, Chambers, Elmore, Macon, Lee, Russell, Bullock, and Barbour
Yes No	7	Washington, Clarke, Mobile, and Baldwin
Yes No	8	Monroe, Butler, Crenshaw, Pike, Conecuh, Escambia, Covington, Coffee, Dale, Henry, Geneva and Houston