

**ALABAMA ARMY NATIONAL GUARD
ACTIVE GUARD RESERVES (AGR)**

**STATEWIDE VACANCY ANNOUNCEMENT # 26-029
(For On-Board AL ARNG AGR Only)**

GRADE: E7/SFC
POSITION: Health Services NCOIC
IPPS-A Position #: 00086530
FEMALE ASSIGNMENT ELIGIBILITY: Yes
OPENING DATE: 22 May 2026

MOS: ANY
UNIT: State Surgeon Office
LOCATION: Birmingham, AL
CLOSING DATE: 5 June 2026

AREA OF CONSIDERATION: Open Statewide to all AGR Service Members in the Alabama Army National Guard, in the grade of SFC. Must be able to reclass to 42A within 12 months of selection notification.

Duty Position Job Description/Criteria:

This position is located in the State Surgeons Office of the Army National Guard (ARNG). The purpose of this position is to supervise and manage two or more of the following human resource programs: Health Services Program, to include Line of Duty (LOD), Incapacitation Pay (INCAP), Soldier Readiness Unit (SRU), Military Medical Support Office (MMSO), and Medical Boards to include MOS Medical Review Board (MMRB), Medical Evaluation Board (MEB), and Physical Evaluation Board (PEB). Formulates human resources and administrative procedures and policies based on the interpretation of regulations and directives from Department of Defense (DoD), Department of Army (DA), and the National Guard Bureau (NGB). As required, performs military human resources work in any of the program areas, for which assigned, for officer, warrant officer, and enlisted members and includes but is not limited to: processing and reporting on status of LOD investigations, formal and informal; processing INCAP pay; providing oversight and tracking of personnel assigned to SRU; providing oversight to Tricare and Military Medical Support Office (MMSO) and coordinating for treatment and follow-on authorization of care; coordinating fit for duty evaluations; processing Soldiers for entrance into the MEB and PEB; tracking medically non-deployable Soldier status within the State; working in conjunction with the PDHRA program; directing, organizing, and planning staff assistance visits and Command Inspection Program activities. Convenes or participates in various boards which may include MOS Medical Review Board (MMRB), Incapacitation Review Boards, Medical and/or Physical evaluations, etc. Provides direct support to all units located within the state, their dependents, and retired members. Assists other organizations and agencies/units in development of battle rosters and personnel assignment. Develops and executes comprehensive training programs for unit-level medical personnel, Readiness NCOs, and command teams across the state. Instructs on current DoD policies regarding medical administration, LOD processing, MEDPROS data entry, and HIPAA compliance to ensure standard operating procedures are met at the unit level. Overseas and reviews the accounting of funds for accounts relating to the area of assignment which may include but is not limited to: NGB tours, incapacitation pay, medical care, severance pay, and MMRB attendance and requires exercising proper control measures, forecasting, and developing and conducting internal audit reviews. As required, provides reports on audits and outlines any changes to be made as a result of the findings.

GENERAL INFORMATION:

1. Must meet the physical qualifications outlined in AR 40-501, as appropriate. Must comply with the military duty eligibility requirements IAW DA Pam 611-21.

2. Must not be flagged for weight, ACFT/AFT, security violations or adverse actions.
3. This position requires some travel and training away from home station.
4. Applicants are subject to interview upon notification of time and place.
5. Individuals must attend all periods of IDT/AT.

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

If interested in interviewing for this position, please forward the following:

1. Memorandum Requesting an Interview.
2. Current Soldier Talent Profile
3. MEDPROS IMR Report.
4. Height & Weight Statement (DA 5500 or 5501 if applicable).
5. Last Three NCOER's.
6. Last Two record ACFT or AFT (DA 705).
7. Memo from supervisor acknowledging your interest in the position.
8. Memorandum from MACOM AO acknowledging your interest in the position (For current AGR members only).

Application packet must be received NLT COB on **5 June 2026**. Please email packet to SFC Stayce Montgomery at stayce.e.montgomery.mil@army.mil. All documents must be combined into a PDF Packet. Any questions concerning this announcement contact SFC Montgomery, at the above email or call 334-271-7468.

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.