

AIR NATIONAL GUARD
Joint Force Headquarters
187th FIGHTER WING, MONTGOMERY, ALABAMA
117th AIR REFUELING WING, BIRMINGHAM, ALABAMA

ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 25-021

OPEN DATE: 1 JULY 2025

EXPIRATION DATE: 1 AUGUST 2025

OPEN TO: NATIONWIDE

Number of Positions: 1

Position Title: Director of Force Support

Func Code: 45B000

PEC#:5996D

UMDA Position #: 3400840492

AFSC:038F3

Grade:03- 05

Security Clearance: Secret

Unit/Duty Location:187th Fighter Wing Montgomery, Al

Selecting Official: Col Paul Griggs / 394-7402

HRO Remote: MSgt Vernon Harris / 394-7464

Effective Date: 1 Oct 2025

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:

187th HRO

ATTN: 187th HRO Remote Office

187FSS.FSM.HRO@us.af.mil

5187 Selma Hwy, Montgomery, AL 36108

All emailed packages must be in a single PDF

JOB INTRO/TITLE:

FORCE SUPPORT

(Changed 30 Apr 23)

1. Specialty Summary. Define, develop, shape, sustain, and deliver mission-ready Airmen across the Total Force.

Responsibilities

include defining Air Force Manpower and Organization Requirements, managing Human Resources, managing and providing Education

and Training Requirements, regenerating Airmen, feeding Airmen, developing Human Capital Strategies, applying Laws and Policies,

compensating Airmen, providing Force Readiness and Quality of Service Programs, and serves as senior staff advisor to commanders.

Related DoD Occupational Group: 150000, 156000, 157000, 270200, 270300, 271400, 280500.

2. Duties and Responsibilities:

2.1. Formulate personnel plans and programs and develop policy to guide their implementation and execution. Translates program

policy into directives, publications, and training manuals.

2.2. Participate in total force adaptive planning and execution in support of combatant commanders from peacetime through mobilization, contingency operations and demobilization. Access manpower, personnel, and equipment availability for UTC

posturing

and management.

2.3. Develop, control, program and allocate manpower resources in support of the Air Force planning, programming, budgeting and

execution process. Analyze and determine force composition.

2.4. Determine Total Force manpower requirements across the spectrum of Air Force capabilities. Employ industrial and management

engineering methodologies to develop manpower determinants and standards. Manage allocation of military and civilian resources

through execution and management of the UMD. Conduct management advisory studies.

2.5. Develop, test, evaluate, and maintain Air Force recognized organization structure. Analyze and process organization change actions to activate, inactivate, redesignate, and reorganize unit structures.

2.6. Administer Air Force performance management and productivity programs. Assess and document organizational performance.

Advise on process improvement, best practices and recognizes optimal performance.

2.7. Oversee and conduct strategic sourcing studies.

2.8. Develop and execute the full spectrum of total force personnel programs to accomplish accession planning and processing, classification and utilization, promotion, recognition, evaluation, reenlistment, assignment action, retraining, retirement,

disciplinary,

force development and force shaping programs.

2.9. Establish Air Force education and training policy requirements. Manage programs to include developmental education, voluntary

education, advanced academic education, promotion testing, and libraries.

2.10. Leads and supervises contingency training and operations with an emphasis on specific capabilities and processes focused on

expeditionary organizations and command relationships, feeding operations, lodgment of forces, mortuary affairs, casualty reporting,

force accountability, fitness, recreation, learning resource centers, and NAF resale operations for both peace and wartime operations.

2.11. Develop and administer fitness programs designed to keep the Total Force fit and regenerate Airman and families.

2.12. Develop recreational programs to include sports management, tournaments, and special entertainment designed to regenerate the

Total Force.

2.13. Lead Quality of Service programs and business operations. Establish and maintain sound appropriated and nonappropriated fund

financial and corporate standards with internal controls. Establish short- and long-range plans to include growth and facility/equipment

improvement and/or replacement.

2.14. Develop, administer, and monitor Airman and Family Programs ensuring compliance with policies and standards.

2.15. Institute customer service practices designed to meet the needs of commanders, supervisors and the force at large in peacetime and

wartime operations.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge of the following core responsibilities are mandatory: Force Development, Career Development, Force

Management, Civilian Employee Management, Workforce Analytics, Requirements Determination, Organization Principles,

Performance

Management, Manpower Resource Allocation, Customer Support, Readiness, Food Operations, Fitness Operations, Lodging

Operations,

Recreation, Resource Management, Mortuary Affairs, Casualty, and Quality of Service Programs.

3.2. Education. For entry education requirements see Appendix A, 38F CIP Education Matrix.

3.3. Training. For award of AFSC 38F3, completion of the Initial Force Support Officer Course (IFSOC) is mandatory for Company

Grade Officers. A waiver from the CFM is required if any portion of IFSOC is not completed. In addition, an officer must also complete

Follow-On Unit Training (FOUT) in myTraining as outlined by the Career Field Education and Training Plan (CFETP) within 24 months

(96 IDT periods for Air Reserve Components) after graduating IFSOC for CGOs or the Basis and Intermediate Force Support Competency Courses for FGOs. All requirements must be certified by the FSS commander or senior career field leader assigned to the

organization. A waiver from the CFM is required if the FOUT or other tasks cannot be completed within the 24-month period. Air Reserve

Component (ARC) personnel will coordinate waivers with their component CFM and the RegAF CFM.

3.4. Experience. For award of AFSC 38F3, a minimum of 24 months of experience is mandatory for Company Grade Officers and 12

months for Field Grade Officer crossflows.

3.5. Other. Not used.

4. *Specialty Shredouts:

Suffix Portion of AFS to Which Related

A Analyst

Q Section Commander

NOTE: Suffice Q applicable to 1 and 3-skill levels only.

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 AFECDA/AFODD**

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 AFECDA 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.ngbpdc.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](#).