

CUI

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

ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 26-37

OPEN DATE: 10 June 2026

EXPIRATION DATE: 01 July 2026

OPEN TO: ON-BOARD (Must be able to bring current AGR resource if selected)

Number of Positions: 1

Position Title: Program Analyst

Func Code: 110000

PEC#: 59220W

UMD Position #: 070388634

AFSC: 3F0X1 (Must already have AFSC)

ASVAB REQUIRE: A59

Grade: E7 (MSgt)

Security Clearance: Secret

Unit/Duty Location: AL JFHQ

Selecting Official: Col Bryan McNaughton

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. Memorandum in lieu of will not be accepted.

Air Force Fitness Management System II (AFFMS II) Fitness Report: Must be Current and passing

All applications must be submitted to MDM org box by closing date

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/sign this checklist PRIOR to final submission

Final Submission must be sent to MDM by the applicant, not the HRO Remote by closing date

Email completed application packages to:

JFHQ-AL MDM

ATTN: Capt Fredrika Sanders

ng.al.alarng.list.j1-air-mdm@army.mil

All emailed packages must be in a single PDF

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PROGRAM ANALYST:

1. **Specialty Summary:** Responsible for analyzing, evaluating, and improving the effectiveness of unit programs, processes, and procedures. They ensure that ANG units meet mission requirements, follow regulations, and maintain readiness, frequently working at the Wing, MAJCOM, or National Guard Bureau headquarters level.
2. **Duties and Responsibilities:** This position is located in a State Headquarters directorate or division level office. The purpose of this position is to serve as the analyst and consultant for the management and administration of programs within the directorate or division. Serves as key coordination point for all program requirements. This work requires knowledge of management principles, organizational theory and techniques of analysis. Knowledge of agency administrative guidance and operating procedures coupled with analytical ability is required to develop information required by the chief to determine feasibility and legality of proposed program and operational plans. While this position is intended to assist managers, it is not responsible for establishing policies or managing resources. The position requires a more narrowly defined focus of a specific functional area, i.e., personnel, logistics, training, operations, etc. Incumbent performs duties necessary to accomplish program analyst functions and provide for customer services in support of programs essential to state Army or Air National Guard daily readiness missions.

Reviews, evaluates and analyzes obligations and expenditures. Prepares directorate or division summaries from reports submitted by Major Subordinate Commands (MSC)*. Summarizes and interprets significant data collected and relates this data to the organizations program actions; identifies and analyzes deficiencies in resource consumption, training, workload and scheduling, and evaluates deviations from standards, plans, and estimates to determine cause and impact on missions.

Assists management in interpretation and utilization of reports and information provided. Develops various visual media to present trends, performance status, capability and related management information. Aids functional areas in identifying areas of record documentation and procedures that can be streamlined, combined or improved and initiates methods to operate under the new or revised system. Implements management control plans.

Provides recommendations to subordinate organizations for proper management of programs. Recommends funding allocations and monitors expenditure to ensure allocations are being utilized as planned and are not being exceeded. Adjusts allocations as needed.

Report expenditure status to management and National Guard Bureau (NGB) as required.

Based on budget guidance received from higher headquarters, develops an annual budget.

3. Specialty Qualifications:

Knowledge of goals, resources, objectives, organizations, functions, and sources pertinent to the program(s) and the organizations studied or served, and related customers, functions, resources, and users

Knowledge of cost and economic analyses principles, techniques, and practices

Skill in application of fact-finding and investigative techniques Skill in oral and written communications

Skill in development of presentations and reports

Ability to stratify resources against approved programs; to plan, present, and execute budgets; to analyze budget impacts on programs; and to forecast long-term funding requirements. Ability to maintain good working relations

Ability to plan and execute complex, multi-faceted projects Ability to recognize and analyze problems, conduct research, summarize results, and make appropriate recommendations. Ability to access or locate information through the use of a personal computer or terminal

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 ********

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.ngbpd.c.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.

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.

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

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.

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)

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.

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

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*.

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.

Medical Requirements. Applicants for permanent, occasional or AGR deployment backfill tours must meet the requirements outlined in [Chapter 12](#).