

**ALABAMA ARMY NATIONAL GUARD
ACTIVE GUARD RESERVES(AGR)
STATEWIDE VACANCY ANNOUNCEMENT # 23-077**

GRADE: E5–E6 / SGT–SSG
POSITION: Medical Board NCO (204-07)
IPPSA Pos Num:
FEMALE ASSIGNMENT ELIGIBILITY: Yes
OPENING DATE: 16 March 2023

MOS: 42A3
UNIT: DCSPER/HSO

LOCATION: Birmingham, AL
CLOSING DATE: 15 April 2023

AREA OF CONSIDERATION:

Open Statewide to all Military Technician and Traditional Guardsman in grades E5 through E6 who are members of the Alabama Army National Guard.

Duty Position Job Description/Criteria:

This position is in the Health Services Office. The purpose of the position is to provide oversight, planning, interpretation, and application of policy. Provide final review and validation of subordinate products for presentation to senior leadership and produce and issue guidance to lower echelon units and commands. Work is to be performed in one or more of the following Health Systems work areas: Tricare, Military Medical Support Office (MMSO), Line of Duty/Incapacitation (LOD/INCAP), Medical Operational Data System (MODS), Health Insurance Portability and Accountability Act (HIPAA) Certification, Warrior Transition Unit/Active-Duty Medical Extension/Medical Retention Processing (SRU/ADME/MRP2), and medical boards. Responsible for oversight administration and implementation of policies pertaining to state medical affairs, and exercise of programs in one or more of the following areas: Line of Duty (LOD) Investigation Program, Incapacitation Pay Program, Active-Duty Medical Extension (ADME) Program, MOS Medical Review Board (MMRB) Program, Medical Disqualification Program, Follow up Health Care Program, Medical Claims Processing Program, Medical Travel and Orders Program, Medical Evaluation Board (MEB), Physical Evaluation Board (PEB), Soldier Readiness Processing (SRP), demobilization coordination with Post Deployment Health Re-Assessment (PDHRA). Cases have major effects on career or service as they may result in unfavorable career separation or loss of status. Ensures that regulatory requirements related to the specific action or interviews personnel to obtain needed data. Coordinates with the Human Resources Command (HRC), National Guard Bureau (NGB), the Military Medical Support Office (MMSO), Tri-Care, Regional Medical Command, the Military Treatment Facilities (MTF), the Medical Evaluation Board (MEB), Physical Evaluation Board Liaison Offices (PEBLO), Regional Army Commands, State and regional counterparts, and members at all unit levels. Serves as the advisor to the Supervisory Human Resources Specialist on issues of health care, sources of healthcare, and medical aspects of Soldier readiness. Collects, analyzes and provides statistical reports to the Supervisory Human Resources Specialist within the state regarding the health services programs. As required, organizes, coordinates, and provides briefings and training for workshops, seminars, and conferences. Attends events on behalf of the Supervisory Human Resources Specialist as needed. Manages the funds associated with the appropriate programs and provides accounting for expenditures as required. Provides updates of fund execution, projections, and unfunded requests. Synchronizes with overall fund manager and provides feedback to program manager. Provides advice and guidance to other personnel on actions in areas of expertise, as well as advice, instructions, and interpretations, as needed, to lower echelons. Responds to inquiries and various correspondence within respective areas and ensure maintenance of an action file for all responses. Oversees, observes, and advises the release of sensitive information in accordance with HIPAA and Privacy Act standards concerning individual military members and mission requirements. Coordinates, assembles, monitors, and ensures the proper conduct of medical boards, and participates as required. Provides tracking, oversight, assistance, and follow-up to issues identified through all medical aspects of Soldier readiness (SRP, PDHRA, and Periodic Health Assessment (PHA)). Assists with or conducts onsite training as requested or required by supported units and activities. Reviews, evaluates, and interprets regulatory guidance, policies, and procedures to applicable programs. Provides guidance to all users through the development of policies, procedures, standard operating procedures (SOPs) and electronic tracking systems; as well as dissemination of information related to the appropriate program. Publishes guidance to enhance and simplify completion and submission of related actions. Provides supervision of subordinate staff through the planning, assignment, and review of work; granting of leave; providing recommendation of training requirements, performance standards, and ratings; and effecting minor disciplinary actions such as warnings and reprimands. Responsible for the overall training and professional development of subordinates. Performs other duties as assigned.

IAW DA PAM 611-21 qualifications for initial award of the applicable MOS:

- 1) A physical demands rating of Moderate (Gold).
- (2) A physical profile of 323222.
- (3) Qualifying scores.
 - (a) A minimum score of 95 in aptitude area CL in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
 - (b) A minimum score of 92 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.
 - (c) A minimum score of 90 in aptitude area CL on ASVAB tests administered on and after 1 July 2004.
 - (d) As of 1 September 2015, individuals enlisting into this MOS, must have a minimum score of 100 in aptitude area GT on the ASVAB.
 - (e) A minimum OPAT score of Standing Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category in "Moderate" (Gold).
- (4) Formal training (completion of a resident course of instruction for MOS 42A conducted under the auspices of the U.S. Army Adjutant General School) mandatory.
- (5) A security eligibility of SECRET.
- (6) Be a U.S. citizen.

QUALIFICATION/ELIGIBILITY REQUIREMENTS:

1. Must be a federally recognized member of the Army National Guard of Alabama.
2. Must be able to serve at least 3 years in an active military status prior to: (a) Completing 18-years of active Federal service, or (b) The date of mandatory removal (without any extension under any provision of law or regulation from Ready Reserve status based on age or service as 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 who have been 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 the 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 and maintain a secret clearance. Security 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.
 - (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

In accordance with AR 135-18, Staff Sergeant or above must possess the required grade and MOS level authorized for the AGR duty position. Sergeants or below must have the potential to become MOS qualified in the first 12 months or be released for active duty/FTNGD.

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, APFT, security violations or pending any adverse actions.
3. This position requires some travel and training away from home station.
4. Applicants are subject to personal interview upon notification of time and place.
5. The Alabama National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.
6. Individuals must attend all periods of IDT/AT.

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

1. NGB Form 34-1 (AGR Application).
2. Copy of current MEDPROS IMR Report.
3. Copy of last three NCOERs (if applicable).
4. Current ERB.
5. Last 3 record APFTs (DA 705).
6. Commander's Height & Weight Memo
7. DA 5500 or 5501 (if applicable).
8. Copies of all DD 214s
9. Current RPAM Statement
10. If your current grade exceeds the maximum grade of this announcement, you must submit a statement indicating willingness to accept an administrative reduction.

Application packet must be received NLT COB on **15 April 2023**. Please email packet to SFC Azure S. Prad, <mailto:azure.s.prad.mil@army.mil> and ng.al.alarnng.list.j1-mdm@army.mil. **All documents must be combined into a PDF Packet.** Any questions concerning this announcement contact SFC Prad, at the above email or call 334-271-7419.

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