

ARIZONA NATIONAL GUARD – ACCELERATED HIRING OPPORTUNITY

ACCELERATED HIRING AUTHORITY # 24-070AHA

OPEN: 28 October 2024 CLOSE: 03 November 2024

POSITION/GRADE: Grants Management Specialist / GS-1109-13

SALARY: \$108,012 to \$140,419 per annum

TYPE OF APPOINTMENT / TENURE: T5 / PERM

Service: Excepted

LOCATION: USPFO, Arizona Army National Guard, Phoenix, Arizona

AREA OF CONSIDERATION:

- Must be a United States' Citizen.
- Statewide: Open to individuals currently affiliated with the Arizona National Guard either as a member of the Arizona Army National Guard, Arizona Air National Guard, or on-board Title 5 or Title 32 Federal Technician (Must provide supporting documentation)

SUMMARY OF DUTIES: The purpose of this position is to be responsible for administering and coordinating a complex Federal assistance agreement (grant, cooperative agreement), and support agreement portfolio which includes serving as a technical authority and resource with external recipients, Army National Guard (ARNG) units, Air National Guard (ANG) wings, in some states United States Space Force squadrons, and Joint Forces Headquarters staff offices.

- Provides authoritative technical advice on all aspects of grant/financial mechanisms across two current and overlapping fiscal years (Federal and State), across all open and active federal fiscal years (standard Not to Exceed five fiscal years for Cooperative Agreements), and through Continuing Resolution Authority (CRA) periods when applicable. Responsible for administering and coordinating a complex grants portfolio including Cooperative Agreements (CA) and highly technical special projects that have a value in the tens of millions of dollars and last up to two decades.
- Interprets, develops, and applies appropriate regulations, policies and procedures relating to a variety of grant mechanisms. Participates in grant review meetings with key organizational and non-Federal recipients and provides administrative and budgetary information.
- Advises others including Federal staff, and non-Federal recipients to accomplish the program goals. Keeps supervisors and staff informed of administrative issues and developments. Responds to questions and resolves problems for staff.
- Performs qualitative and quantitative techniques to analyze and measure the effectiveness, efficiency, and productivity of the DoD Component GT&C, and Military Construction Cooperative Agreements, support agreements, and cooperative agreements related to their technical programs. Applies appropriate program evaluation and measurement in order to prepare project papers and staff reports and provides briefings to NGB-AQ-A and other NGB Directorate Staff personnel, Joint Force, and respective state managers to encourage understanding and acceptance (to ensure program compliance) of the Cooperative Agreements Program.
- Performs other duties as assigned.

HOW APPLICANTS WILL BE ASSESSED: Your resume and supporting documentation will be used to determine if you meet the qualifications (general and/or specialized experience), areas of consideration, and other requirements. Verbiage displayed on you resume or application must be based on your experiences. Please use as much detail as needed, giving dates (months and years) of the experience, position titles and how the general and/or specialized

experience was gained. This information is needed to determine if you are qualified for the position.

SPECIALIZED EXPERIENCE: Must possess 1-year specialized experience equivalent to at least the next lower grade level that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

CONDITIONS OF EMPLOYMENT & NOTES:

- In accordance with Ethics in Government Act, 1978, incumbent is required to file an OGE Form 450, Confidential Financial Disclosure Report, upon appointment and will be required to file annually.
- This position requires a Secret security clearance; the incumbent of this position must obtain and maintain a Secret Clearance.
- May be required to travel by car, in military and/or commercial aircraft, and by other means of transportation as appropriate to perform temporary duty assignments.
- Irregular (compensatory) hours may be required to support operational requirements or contingencies or may be required to work hours outside of the normal duty day.
- Maintains appropriate agency grants management certification. Fiscal Law, Master Cooperative Agreement Training certification every 3 years.

REQUIRED DOCUMENTS:

- Resume
- To confirm statewide eligibility: Enlisted Record Brief (ERB)/Soldier Talent Profile, Officer Record Brief (ORB)/Soldier Talent Profile, Report on Individual Personnel (RIP) and/or SF50 (FY24/25)

Email your resume and any other required documents to ng.az.azarnq.mbx.hro-aha@army.mil

For additional information or questions please call 602-629-4800.

NOTE: Veterans' Preference is not applicable to the Accelerated Hiring Authority.

NOTE: This announcement will close upon the selection of an applicant which may occur at any time.

NOTE: Please identify the Accelerated Hiring Authority # on your resume and the subject line of the email when submitting your application. If the applicant fails to provide this information, the applicant may lose consideration for this position.