

**NATIONWIDE**  
**ARMY AGR VACANCY ANNOUNCEMENT**

**ARIZONA ARMY NATIONAL GUARD**

**ACTIVE GUARD AND RESERVE**

**HUMAN RESOURCE OFFICE**

**5636 East McDowell Road, Phoenix, AZ 85008-3495**

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**WEBSITE: [WEBSITE: //dema.az.gov/azng-human-resources](http://dema.az.gov/azng-human-resources)**

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**ANNOUNCEMENT NUMBER: 16-050AG**

**DATE: 1 JAN 16**

**CLOSING DATE: 31 DEC 16**

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

**RECRUITING & RETENTION NCO, PARA 008B LINE 03, SSG, 00F34**

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**APPOINTMENT FACTORS: OFFICER ( )**

**WARRANT OFFICER ( )**

**ENLISTED ( X )**

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**LOCATION OF POSITION:**

**RECRUITING & RETENTION COMMAND (MULTIPLE LOCATIONS)**

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**AREA OF CONSIDERATION:** This position is in the Active Guard and Reserve Force and is open to current members of the Arizona Army National Guard in the grades of SGT/E-5 through SFC/E7, and those eligible to become members of the Arizona Army National Guard, with 4 years Active Service (AS). Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined on the reverse of this announcement.

**NOTE:** Applicants who possess a military grade of SFC/E7 must be reduced in grade prior to being accessed into this position. Applying for and accepting a lower graded military position is considered a voluntary reduction in grade.

**NOTE:** Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.

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**INSTRUCTIONS FOR APPLYING:** IAW NGR 600-5, paragraph 2-4, the documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

- a. NGB Form 34-1 (AGR Application (Nov 2013) (with signature and date). Ensure that you annotate both announcement number and position title on the top of page one, of the application.
- b. AZ ARNG Form 34-1 (Jun 2004).
- c. AZNG Form 335-4-R (Apr 1992).
- d. Individual Medical Readiness Record (MEDPROS printout from Unit)(not AKO medical readiness).
- e. DA Form 705 (APFT), within the last 5 years (ensure that height and weight are annotated). Profiles must be attached if applicable.
- f. Body Fat Worksheet (DA Form 5500-R) if applicable.
- g. Certified copy of current ERB (from OPM or unit MACOM).
- h. Photo copies of Last 5 NCOERs.
- i. NGB Form 23, NGB Form 22b (RPAS Statement), retirement record (National Guard Only).
- j. All DD Form 214's or NGB Form 22's
- k. Memorandum to HRO to request an active service waiver for those with less than 4 years AS
- l. DD Form 369 (Oct 2011) Police Record Check. **Only** fill out block 1 through 9b, and sign block 11.

**USE OF GOVERNMENT RESOURCES TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE THIS INCLUDES THE USE OF GOVERNMENT FAX MACHINES TO SEND APPLICATIONS, FAXING APPLICATIONS FROM GOVERNMENT OR CIVILIAN FAX MACHINES, OR BY USING THE GOVERNMENT MAIL SYSTEM. ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.**

**\*\* We recommend that you have a member of your unit review your application prior to submission to our office. \*\***

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**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must be a current member or be eligible to become a member of the Arizona (ARMY) National Guard and qualify for and be placed in the following compatible MOS/AOC: 00F34**

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## **APPOINTMENT REQUIREMENTS:**

1. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.
2. Soldiers must meet the physical requirements of AR 600-9.
3. Must have the potential to become MOS qualified in the first 12 months or be released from AD/FTNGD.
4. ARNG applicants must be able to serve at least 3 years in AGR status prior to completing 18 years of Active Service or mandatory removal from active service based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
5. AGR soldiers will not be reassigned during the first 36 months of their initial tour except in the event of mobilization, force structure changes, or an exception to policy granted by the Recruiting and Retention Commander.
6. Must possess the grade equal to or below that authorized for the AGR duty position.
7. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
8. Permanent Change of Station (PCS expenses may be authorized for this position. Authorization of payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.
9. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
10. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
11. Applicants who answer YES to questions 8, or 12-18 of section IV, NGB Form 34-1, or have not completed Initial entry training (IET) are ineligible to apply. to include DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter 11.
12. Individuals selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control Graded positions

## **POSITIONS OF SIGNIFICANT TRUST AND REQUIREMENTS**

**Reference: ALARACT 188/2014, HQDA EXORD 193-14 Screening of Sexual Harassment/ Assault Response and Prevention Program Personnel and Others in Identified Positions of Significant Trust.**

**Note:** Applicants applying for POST positions must meet all the requirements listed prior to becoming eligible for acceptance into the AGR program. After State Level Checks have come back favorable, applicants can be hired in a temporary ADOS status until NGB Level Checks come back favorable.

- Must not have a Type I or Type II Offense (See HQDA EXORD 193-14, Annex B)
- Must be able to produce a favorable National Agency Check with Law and Credit (NACLC)
- Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424)
- Must not be listed on the National Sex Offender Public Website
- Must receive favorable results after completing a DD Form 369
- Must complete, and provide, a Behavioral Health Interview (DA Form 3822) to local RRBN CDR.
- Must have favorable results from:
  - Department of Army Inspector General (DAIG)
  - Criminal Investigation Division (CID)
  - Office of Military Personnel File Review
  - Army Substance Abuse Program

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## **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES:**

- (1) A physical demands rating--N/A.
  - (2) A physical profile of 132221.
  - (3) Qualifying scores.
    - (a) A minimum score of 110 in aptitude area GT on the Armed Services Vocational aptitude Battery (ASVAB). Line score waivers will be considered for Soldiers with GT scores less than 110 provided the Soldier has a GT of 100 and an ST of 100 for ASVAB test administered prior to 2 January 2002 or a GT of 100 and ST of 96 on ASVAB tests administered on or after 2 January 2002.
  - (4) Meet selection criteria in National Guard Regulations 601-1, 600-200, 600-5, 600-10, 601-280, and AR 135-18 as applicable.
  - (5) Be a high school graduate with diploma; or have one year college with a high school GED with no waiver.
  - (6) No record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24.
  - (7) Formal training
  - (8) Must be able to possess a SECRET clearance
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(9) Must be in compliance with Frago I, HQDA EXORD 161-13 Sexual Harassment/Assault Response and Prevention Program Army Stand-Down

**BRIEF JOB DESCRIPTION:**

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Interview and counsel prospective enlistees. Gather individual data and prepare forms and documents incident to an enlistment. Maintain prospect data and files in a computer environment. Establish and maintain contacts with school officials, religious and civic leaders and groups; Present formal/informal talks on advantage of the Army National Guard to civic and service organizations and student bodies. Distribute and display recruiting publicity materials. Responsible for assisting units in their plans and programs to enlist quality individuals. Responsible for the technical assistance of retention/attrition management programs for the organizations with they support. Specific areas of responsibility are designated through written and oral instructions. Work is performed in compliance with regulations, policies and procedures. Evaluate the retention/attrition environment. Prepares and presents classes and/or briefings on ARNG programs, requirements, and the opportunities and benefits of membership for soldiers, family members, employers and others as required. Advises commanders and leads on programs, members, employers and others as required. Advises commanders and leaders on regulations/policy governing bars to extensions /immediate reenlistment. Prepares and conducts training/seminars/meetings for attrition management personnel, officers, NCOs and other key personnel. Provides family assistance during mobilization. Monitors and assists in matters pertaining to employer support of the Guard and Reserve program. Provides retention interview training.

**SELECTING SUPERVISOR:** R&R Commander