

JOINT COUNTER NARCO-TERRORISM TASK FORCE  
FULL TIME NATIONAL GUARD DUTY  
Silverbell Army Heliport, BLDG L4100  
Marana, AZ 85653  
520-750-5377

**Administrative Data**

**POSITIONS ARE FILLED BASED ON THE AVAILABILITY OF FUNDS**

POSITION TYPE: ( ) OFFICER                      ( X ) ENLISTED                      PAY GRADES: E4-E6

POSITION ( ) IS                      ( X ) IS NOT                      OPEN AND CONTINUOUS

MISSION: JCNTF Aviation                      POSITION TITLE: Aviation Operations Specialist

LENGTH OF TOUR: DOH to 31 AUG 2017 (Subject to Funding)

OPENING DATE: 13 SEP 2016                      CLOSING DATE: 26 SEP 2016

DUTY LOCATION: Marana, Arizona

SELECTING OFFICIAL: JCNTF AVN OIC

ANNOUNCEMENT #: 16-65-5B

WHO MAY APPLY: Active members of the                      ( X ) Army National Guard (Nationwide Announcement)

**AREAS OF CONSIDERATION**

**THE JOINT COUNTER NARCO-TERRORISM TASK FORCE (JCNTF) IS AN EQUAL OPPORTUNITY EMPLOYER. SELECTION FOR THIS POSITION WILL BE BASED ON MERIT, FITNESS, CAPABILITY, AND POTENTIAL TO ENSURE FAIR TREATMENT OF ALL GUARDMEMBERS.**

**GENERAL INFORMATION**

This position is title 32, 502 (F), Full Time National Guard Duty. Program funds are provided on a fiscal year to fiscal year basis. This is a temporary position through 31 AUG 2017 with the potential for a one year extension pending budget not to exceed a three year tour with a one year probationary period. Task force members are required to uphold the highest standards of conduct and personal appearance. Outside employment, associations, on-and off-duty conduct/activities must be consistent with federal directives on ethics (DoD 5500.7-R) and with state and federal conflict of interest policies. Members of this Task Force must meet application requirements height and weight requirements (or body fat standards), APFT, Medical and must not have a suspension of favorable actions. All personnel on JCNTF are required to drill and annual training. Preference may be given to Guard members whose unit of assignment is within a reasonable commuting distance (90 miles) of the Task Force duty location for this position. A favorable Entrance Agency Check or National Agency Check (ENTNAC/NAC) in the past fifteen years is required. All new hires are subject to the conditions of a one-year probation policy.

## Additional Requirements Are:

\*Initial medical procurement standards for active duty are more demanding than retention standards under which National Guard members serve. A new medical examination or a medical review by the state surgeon is required prior to issuance of initial orders. Pregnancy disqualifies a Guard member's initial entry on to ADOS tours.

\*Urinalysis testing upon entry on active duty, and periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/IAD under the National Guard Substance Abuse Program.

\*Applicants meeting National Guard standards and designated for duty with law enforcement agencies (LEAs) may be subject to further screening by the LEA. This screening will be conducted within the first 30 days of entry on the JCNTF. LEAs may require a *polygraph*, security clearance or criminal records check or other background inquiry; all such inquiries are made by the LEAs in accordance with their own legal authority. Rejection by a LEA may result in termination from the JCNTF program.

\*Applicants may not have more than 16 active duty years if applying for this position

\*Tour length will be from date of hire through 31 AUG 2017, with possible extension.

\*Background Investigation

\*Valid Arizona Drivers License

## INSTRUCTIONS FOR APPLICATION

### **\*\*Incomplete applications will not be considered\*\***

Applicants can find the necessary documents need to apply at <https://dema.az.gov/careers/dema-jobs> under "JCNTF Application Packet". Completed applications should be dropped off at the JCNTF J-1 office, Silverbell Army Heliport, BLDG L4100, Marana AZ 85653 prior to the closing date posted on the announcement. They can also be scanned and emailed to [ng.az.azarnng.mbx.jcntf-j1@mail.mil](mailto:ng.az.azarnng.mbx.jcntf-j1@mail.mil). If you have any questions please call the Counterdrug Personnel Office at 520-750-5896 or E-mail SFC Alexander Blissett at [alexander.e.blissett.mil@mail.mil](mailto:alexander.e.blissett.mil@mail.mil).

The following item(s) are required to apply for a position with the **JCNTF**:

- Completed application with CO and BN commander's recommendation and signature. A separate application must be submitted for each announcement.
- Copy of military service point credit history.
- Completed JCNTF Form 33 - Air Medical Approval Memo (**AIR FORCE APPLICANTS ONLY**)
- Completed JCNTF Form 34 – Army Medical Approval Memo (**ARMY APPLICANTS ONLY**)
- APFT Score Card/PT Score Printout
- Last three performance evaluations if applicable

Additional documentation may be submitted and considered; DA Form 2-1, evaluation reports or a resume which will be given to the selecting official.

Applications are destroyed upon completion of the selection process. Personnel not selected have five days from their notification date to appeal the selection process to the selecting official.

## **SPECIAL EXPERTISE REQUIREMENTS**

**Must be MOS qualified: 15P and 15Q preferred (25U considered based on experience)**

### **JOB DESCRIPTION**

This position is primarily administrative assisting the AZ Counterdrug Aviation OIC in office management duties and working with JCNTF J-Staff. Additionally, this position will assist the OIC in the scheduling and coordination of counterdrug aviation mission. Conduct mission briefings. Ensure that personnel observe OPSEC procedures when using communications equipment. Ensure the availability of current flight and weather information. Assist counterdrug aircrews in processing and completing mission products, flight plans and manifests. Augment AASF#2 flight operations personnel during counterdrug aviation missions. Interpret and process flight plans. Maintain functional files and type correspondence pertaining to operations. Maintain and operate assigned vehicles and equipment. Initiate search and rescue procedures for overdue aircraft. Manage a counterdrug mission aircrew reading file. Ensure completion and accuracy of daily and monthly reports. Perform battle tracking functions during counterdrug missions and provides advisories. Develop and conduct battle drills. Manage FLIPs and prepare mission CONOPS. Build AAR and storyboard products. Monitor the Counterdrug Flying Hour Program. Work with multiple parties during Battle drills to include coordinating with Crash Fire Rescue during emergencies. Coordinate with DART teams during aircraft recovery operations. Soldier works under the general supervision of the Senior Enlisted Crew Chief of the Arizona Counter Drug Aviation Program. Incumbent is expected to use initiative and good judgment to fulfill the responsibilities of this position which require both aviation operations duties and other duties assigned. Review of work is made by observation of people skills, management skills and attention to detail, attainment of goals and objectives, and overall contribution and success of the Counterdrug Aviation Team and the incumbent's M-day unit of assignment. This position requires exceptional aviation and people skills in a variety of demanding work environments in support of law enforcement/counter narco-terrorism efforts. This position requires a significant percentage of night duty and weekend duty as "normal duty hours".