

**STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>**

**TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT**

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 19-269T OPENING DATE: 13-Sep-19 CLOSING DATE: 30-Sep-19

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Chaplain, D1197000, GS-0060-12, O-4/MAJ - O-5/LT COL, PARA/LIN: 1210-009

APPOINTMENT FACTORS: OFFICER WARRANT OFFICER ENLISTED

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$75,741.00-\$98,464.00 PA

SUPERVISORY MANAGERIAL

NON-SUPERVISORY/NON-MANAGERIAL

LOCATION OF POSITION:

Joint Forces Headquarters, Phoenix, AZ

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Army National Guard.** Individual selected will receive a **Permanent Appointment** after successful completion of a one year trial period. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612. Applicant **MUST** submit complete ORB and/or other documentation to verify possession of MOS. Applicants **MUST** submit a copy of last 5 OERs; if there are any gaps in time, provide a memo explaining the missing gap(s).

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Army National Guard, in a military unit supporting JFHQ and be able to qualify for the following MOS: 56A

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

Relocation Incentive may be offered: YES NO
PCS may be offered: YES NO

NOTES:

Note: This position is subject to rotating shifts, night shifts, and weekends/holidays.

Minimum Requirements:

Candidates must have a baccalaureate degree (not less than 120 semester hours) and must have successfully completed three years of resident graduate study in theology or related subjects (Master of Divinity), or 72 semester hours (leading to an ecclesiastical certification as a member of the clergy) from an approved seminary or graduate school.

Candidates must complete the (Army) Chaplain Officer Basic Course.

Candidates must be ordained by a religious faith group or denomination that is recognized by the Department of Defense Armed Forces Chaplain Board; be educationally qualified for appointment as a chaplain; meet physical standards; and be otherwise qualified to serve as commissioned officers.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Knowledge to provide full program management services for AZ Chaplain in accordance with National Guard Chaplain Service program goals and objectives.
2. Able to coordinate Chaplain Service attendance at conferences, workshops and training events such as Chaplain Regional Support Training (CREST), Marriage Enhancement Programs, Suicide Prevention and Intervention Training Programs and other training events established by the National Guard Bureau's Chaplain's Office.
3. Skilled in providing chaplain support for National Guard personnel and their families through the full spectrum of the deployment cycle (mobilization, deployment, employment, redeployment and reconstitution).
4. Knowledgeable to coordinate Chaplain Service support during events such as natural disasters (floods, snowstorms, etc), man-made disasters (acts of terrorism, technological events, etc), unit emergencies (suicide, line-of-duty deaths/injuries, etc.), and during times of significant national events (Olympics, national conventions, etc).
5. Able to provide direct religious support to personnel such as religious services, officiating at ceremonies, pastoral counseling, visitation, personnel management issues, crisis responder, providing information on religious organizations, providing spiritual leadership and performing other duties as assigned.

6. Knowledge and perspective regarding the role of the Chaplain relative to:
 - a. Military requirements in general.
 - b. The AZARNG Primary Lines of Effort.
 - c. Existing needs of the AZARNG soliders and family members based on your experience as an AZARNG Chaplain.
 7. Skills and abilities on meeting the requirements of the AZARNG relative to:
 - a. Military requirements in general.
 - b. The AZARNG Primary Lines of Effort.
 - c. Existing needs of the AZARNG soliders and family members based on your experience as an AZARNG Chaplain.
 8. Knowledge, skills, and abilities regarding meeting the spiritual needs of the AZARNG and balancing that role against military requirements/priorities and a religiously/philosophically/etc diverse formation of soldiers.
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SPECIALIZED EXPERIENCE: Must possess at least **36** months experience, education or training that included progressively responsible work in a professional program of spiritual welfare and religious guidance which demonstrates or provides the knowledge, skills, and abilities essential for successful performance of the position. The major functional areas that comprise the total range of chaplaincy work are (1) the religious ministry, (2) administration, (3) training, and (4) research.

BRIEF JOB DESCRIPTION: This position is located in the Office of The Adjutant General, (TAG) Joint Force Headquarters-State, (JFHQ-ST), Special Staff of the Adjutant General, Office of the Chaplain. This position is the highest full-time level authorized with oversight over the entire full-time JFHQ state chaplain program during non “M-Day” days. This position is the senior level position within a state and exhibits full professional maturity for the various religious programs the employee is responsible for. This position is responsible for the supervision of a full-time Chaplain Assistant. The mission of the National Guard Chaplain Service is to provide unsurpassed spiritual leadership and care to National Guard personnel and their families at home and abroad. The primary purpose of this position is to manage the state National Guard Chaplain Service religious program, and to ensure the free exercise of religion for National Guard personnel and their families. This position is characterized by the high degree of integration into a complete and total program of religious ministries, including workshops, spiritual leadership and care, religious education, and other activities for National Guard personnel and their families. The Chaplain Service ministry is performed cooperatively, and executed in a pluralistic environment. This ministry, when directed by The Adjutant General, may be extended to active duty and reserve component military personnel and their families within the State.

SELECTING OFFICIAL: COL Brian McNeil
