



DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT TASK FORCE - ARIZONA

5636 East McDowell Road

Phoenix, Arizona 85008-3495

TITLE 10 Contingency - Active Duty Operational Support (CO-ADOS) Exercise Planner

TOUR ANNOUNCEMENT

OPEN TO ALL ARIZONA ARMY NATIONAL GUARD
THIS TOUR IS TITLE 10 Contingency Active Duty Operational Support (CO-ADOS).

*****NOTE: This position is contingent upon FY22 funding.*****

1. **POSITION AVAILABLE:** USARCENT (Third Army) Exercise Planner
2. **TOUR LOCATION:** U.S. Army Central Command, Shaw Air Force Base, South Carolina
3. **PROJECTED START DATE:** 1 October 2021
4. **CLOSING DATE:** 31 July 2021
5. **TOUR LENGTH:** Ideal applicants must be willing and able to be extended (based on funding and satisfactory performance) up to the 1095 day limit.
6. **REQUIRED GRADE:** O-3 (post company command) to O-5
7. **BRANCH:** Army **MOS:** Branch Immaterial
8. **PERSONNEL ELIGIBLE TO APPLY:**
 - a. All members of the Arizona Army National Guard.
 - b. Open to traditional Guardsmen and Military Technicians. Individuals will revert to original status upon end-of-tour release.
 - c. This position is subject to the availability of funds and authorization for a service component compatible position.
 - d. All applicants understand the position may be up to 1095 days (based on performance and funding).
 - e. All applicants understand if selected any participation in a resident course is unlikely. Participation is subject to USARCENT's approval.
 - f. PCS with Dependents is authorized.

9. SELECTING OFFICIAL: Commander, JTF-Arizona; **APPROVAL AUTHORITY:** The Adjutant General of Arizona

10. MILITARY STATUS: Title 10, CO-ADOS

11. APPLICANT MUST, at a minimum, submit documents referenced in attachments A and B to this announcement and meet all applicable criteria below:

Applicants will be screened in a manner that provides reasonable certainty that the member is of good character, well-motivated, and an appropriate representative of the Arizona National Guard in duties subject to high profile scrutiny by Foreign Nationals, civilian, and military personnel.

12. Unique Requirements and conditions of Active Duty tours:

Standards of Conduct: National Guard members participating in this program are required to comply with state laws and with DoD 5500.7-R, The Joint Ethics Regulation (JER). They are required to uphold the highest standards of conduct and personal appearance.

13. Outside employment, associations and off duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies.

14. Description of Duties and Responsibilities:

a. Plans, coordinates, and implements technical and analytical support for the preparation and maintenance of a long-range (five-year) Security Cooperation calendar with identification of future requirements and long-range objectives.

b. Support the Exercise Branch by conducting the full range of coordinating, planning, briefing, and synchronizing required to successfully execute a training exercise in USARCENT AOR.

c. Conducts long range planning of security cooperation events to include Exercises, Mil-Mil events, Key Leader and Engagements.

d. Records into databases of record (JTIMS, ARTIMS, G-TSCMIS, SOCIUM) for USARCENT, USCENCOM, HQDA.

e. Utilize USARCENT, USCENCOM and JCS goals, objectives, policies and procedures develop, coordinate, execute security cooperation events to include Exercises, Mil-Mil events, Key Leader and Engagements.

f. BPT travel throughout the USCENCOM AOR to attend planning conferences and site surveys and event execution.

- g. BPT travel into the USCENTCOM AOR with little or no notice.
- h. Perform additional duties as directed by the ARCENT G37 Training & Exercises (TREX) Director.

15. Qualifications

Minimum Qualifications:

- a. Meet OCONUS deployment standards.
- b. Must have current Secret clearance and the ability to obtain Top Secret clearance.
- c. Civilian Education: Bachelor's degree required, Masters preferred.
- d. Minimum three (3) years of experience in the Arizona National Guard.
- e. Strong verbal/written communication and interpersonal skills.
- f. Eligibility and retention requirements met to assume this Title 10, CO-ADOS tour.
- g. Must not be able to reach sanctuary upon completion of Title 10 CO-ADOS tour (not waivable).
- h. Must have or can be able to obtain and official passport ISO travel in the CENTCOM AOR.

Preferred Qualifications:

- a. Experience working with foreign militaries in an advisory or training capacity; bilateral / multilateral experiences in deployments, operations, or exercises.
- b. Military or civilian experience working in a foreign country.
- c. Proficiency in Arabic or Russian (conversational, spoken and/or written).
- d. Completion of CGSC.
- e. Contracting Officer Representative (COR) trained / experience
- f. Experience with, or understanding of, Joint Training and Information System (JTIMS),
- g. Experience with, or understanding of, Army Training Information Management System (ARTIMS)

- h. Experience with, or understanding of, Global Theater Security Cooperation Management Information System (GTSCMIS) or SOCIUM.

16. Applicants must forward the forms listed below to arrive at the email address below no later than 1700 hours on the Closing Date indicated above. Failure to submit all required documentation before the closing, without prior coordination with the announcement's POC, will disqualify the application from consideration.

17. SUBMIT COMPLETE APPLICATION to pete.d.caffrey.mil@mail.mil by the closing date 7 July 2021.

18. Questions may be directed to the POC for the announcement: LTC Pete Caffrey at pete.d.caffrey.mil@mail.mil or 602-267-2664.

19. Equal Opportunity: All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. Pre-selection is not only counter-productive to effective recruitment and placement but also violates National Guard merit placement principles and will not be tolerated.

Application for this tour signifies agreement to the following statement, in accordance with Title 18 USC 1001: "I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete, and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

Attachment A

The following are required documents to be turned in with your application:

1. A cover letter explaining why you are qualified for this position and how you will add value to the USARCENT team.
2. Letter of recommendation by SQ/BN Commander or above.
3. Current Officer Record Brief (ORB)
4. Current resume and/or Military Biographical sketch.
5. Promotion order to current rank.
6. Last 3 OERs
7. Copy of latest DD 214. (if applicable).
8. Current active SECRET clearance validated with letter from security manager.
9. Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online. (NGR 600-5, para 2-2)
10. NGB Form 23B. (Current Annual Retirement Points Accounting Statement)
11. Civilian education transcripts.
12. Current DA 705 (within six months) from submission of application, as well as the previous two.
13. DA Photo as required per AR 640-30 taken not more than six months from the application date.

Attachment B

Unit Letterhead

Date _____

MEMORANDUM FOR The Adjutant General, Arizona National Guard

SUBJECT: Letter of Recommendation for _____
Last Name, First, Middle Initial, Last 4 of SSN

1. The above named Officer is an active drilling member of _____ and has been for _____ years. I recommend this individual be considered for a position with the Arizona National Guard.
2. I acknowledge that the following statements and information are true and accurate prior to placement on Active orders:
 - a. Service Member upholds the highest standards of conduct, personal appearance, and does not currently have any adverse or flagging actions.
 - b. This Service member has passed a current physical fitness test with a passing score as well as is in compliance with AR 600-9 Weight and Body Fat Management Program.
 - c. This Service member has met physical qualifications in accordance with AR 40-501, Standards of Medical Fitness and Supplement 2, Medical Examinations & Standards prior to tour start date. Applicants must be medically certified, drug free, be tested negative for Human Immunodeficiency Virus (HIV) within 2 years of application date.
 - d. This Service member is in a "DEPLOYABLE" status. The member does not have any medical flags, or temporary or permanent profiles that would prevent successful completion of a retention/periodic physical.
 - e. I am aware that the Service member is applying for a position as a staff Officer within USARCENT Headquarters. I am aware that at any time, if the Service member fails to maintain the above requirements, I may withdraw my recommendation for employment.
3. The point of contact for this memorandum is the undersigned. I may be reached at (Phone).

Commander's
SIGNATURE
BLOCK