

ARMY OTOT AGR VACANCY ANNOUNCEMENT
ARIZONA ARMY NATIONAL GUARD
ACTIVE GUARD AND RESERVE
HUMAN RESOURCE OFFICE
5636 East McDowell Road, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: www.dema.az.gov

ANNOUNCEMENT NUMBER: 22-061 OT

DATE: 11 January 2022

CLOSING DATE: 26 January 2022

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND AOC:

G-1 PLANS AND OPERATIONS OFFICER, O3/CPT, 42B (Open to all AOCs)

APPOINTMENT FACTORS:

OFFICER (X)

WARRANT OFFICER ()

ENLISTED ()

LOCATION OF POSITION:

DCS G-1, Joint Force Headquarters (W8AWAA) – 5636 E MCDOWELL ROAD, PHOENIX, AZ 85008

AREA OF CONSIDERATION: This position is a ONE-TIME OCCASIONAL TOUR in the Active Guard and Reserve Force and is open to current M-Day and Technician members of the Arizona Army National Guard in the grade of **1LT/O2 or CPT/O3**. In order to be considered for this position, applicants must meet minimum qualifications as outlined within this announcement.

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on OTOT AGR status under Title 32, USC.198012.

NOTE: This position is an OTOT position, orders will be for 3 years only.

NOTE: PCS funds are NOT available.

NOTE: O2/1LT candidates who do not possess 42B qualification will not be eligible for promotion during this OTOT; exception is an approved Command, Leadership, and Staff Assignment Policy (CLASP) assignment.

NOTE: Applicant must possess a SECRET or above security clearance.

INSTRUCTIONS FOR APPLYING: IAW NGR 600-5, paragraph 2-2, 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 (Application for Active Guard/Reserve (AGR) Position.)
- b. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- c. Officer Evaluation Report (OER) as required by the position announcement. Provide last 5 OERs, as applicable.
- d. Certified copy of Officer Record Brief (ORB). Verify ASVAB line scores and type of security clearance are annotated on the ORB
- e. Statement of all active service performed. The following documents are acceptable – Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)). For other services, equivalent retirement points statement.
- f. Certificate of Release or Discharge (DD Form 214(s), DD Form 220(s) and any accompanying DD Form 215(s) if applicable). If you have one of the above mentioned documents, ensure you include them in your packet. Failure to do so will result in your packet being disqualified. DD Form 1506 (Statement of Service) Title 10 applicants only.
- g. AZNG Form 335-4-R (Apr 1992).
- h. DA Form 705 (APFT) or DTMS print out: last 5 Record APFTs (ensure that height and weight are annotated on DA 705). Profiles must be attached if applicable. Current APFT will be within 6 months for Active Duty Status and 12 months for Reservist.
- i. Proof of meeting body composition standards IAW AR 600-9 (within 6 months). DTMS printout can be used. (DA Form 5500/5501, if applicable)
- j. NGB Form 22s (if applicable). This is a National Guard separation document. If you have previously separated from the National Guard, this document will be required in your packet.
- k. 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. SOLDIERS WHO ARE DEPLOYED MAY SUBMIT HIS/HER APPLICATION USING THE EMAIL ADDRESS OF NG.AZ.AZARNG.LIST.HRO-WEBMASTER@MAIL.MIL MUST COMBINE INTO ONE PDF.

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 non-membership in an employee organization or any other non-merit factor.

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

POSITION COMPATIBILITY REQUIREMENTS:

1. The individual(s) must be a current member or be eligible to become a member of the Arizona (ARMY) National Guard.
2. MOSQMOS/AOC: **Open to ALL AOCs**

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. ARNG applicants must be able to serve at least 3 years in AGR OTOT 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.
4. Must possess the grade equal to or below that authorized for the AGR duty position.
5. Acceptance of an AGR OTOT position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
6. 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.
7. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
8. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
9. 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 (DFR) 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.

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

- (1) Captain Career Course completion preferred;
- (2) Basic knowledge and/or experience with the Operations Process;
- (3) Basic knowledge and/or experience with planning, preparing, executing, and assessing operations;
- (4) Basic knowledge and/or experience with HR systems, operations, and services;
- (5) Basic knowledge and/or experience with the Military Decision Making Process (MDMP);
- (6) Knowledge and experience with AR 25-50 and military correspondence;
- (7) Must have basic knowledge and experience with Microsoft Office programs;
- (8) Well-developed verbal and written communication skills, along with the ability to develop effective working relationships with a variety of military and civilian professionals

BRIEF JOB DESCRIPTION:

The principle staff officer for all G-1 plans and operations. Tracks the common operational picture ensuring HR support provides timely input to current and future operations. Prepare and coordinate all warning orders (WARNOs), operations orders (OPORDs), fragmentary orders (FRAGOs), annexes, and Commander's estimates for the G-1. Develops, coordinates, and compiles all annual Base Order Personnel Annexes and Appendices. Maintains all G1 internal and external suspense and status trackers. Lead on bi-weekly division-level operations syncs, monthly state-level mobilization in-progress reviews (IPR's), quarterly Personnel Readiness Conference (PRC), quarterly State-level Installation Status Reporting (ISR), and Guard Your Future (GYF) Events. Lead on all G1 slide collaboration, internal and external. Synchronizes scheduling of resource/support requests from all external parties. Reviews all Memorandums from G1 to State-level. Assumes appointed duties of alternate billing official and primary Risk Management and Internal Control (RMIC) Program Internal Control Administrator (ICA) for the G1. Maintains, develops, and updates all G1 Standard Operating Procedures. Coordinates with G1 Branch Chiefs for development and implementation of G1 process initiatives and special projects as assigned by the DCS, G1 and Deputy, G1.

Nominating Official: LTC Stephen G. Gladish

Selecting Supervisor: COL Margaret E. Bielenberg