

MASSACHUSETTS NATIONAL GUARD
FULL-TIME MILITARY TOUR (AGR)
VACANCY ANNOUNCEMENT

HUMAN RESOURCES OFFICE
2 RANDOLPH ROAD
HANSCOM AFB, MA 01731-3001

AGR Branch will accept applications until **14 November 2020.**

On behalf of The Adjutant General and under the provisions of 10 USC 681, Title 32 Section 502, HRO is accepting applications for the following Active Guard Reserve (AGR) position from qualified Massachusetts Army National Guard (MAARNG) Enlisted Soldiers. Current MAARNG AGR Enlisted Soldiers are encouraged to apply.

The hiring of this position is contingent upon the availability of AGR resources and funding in the NGB FY21 authorizations voucher.

Position: Training NCO	Location: HHB, 1-101st Field Artillery, Brockton
Min Grade: E5 Max Grade: E6	MOS: 13F (all MOS eligible to apply)
Unit POC: CPT Nicholas Hally nicholas.a.hally.mil@mail.mil	AGR Branch POC: Staffing NCO ng.ma.maarng.mbx.agr-jobs@mail.mil
Salary: Full-time Mil Pay/Allowances	Website: http://www.massnationalguard.org/available-positions.html

1. QUALIFICATIONS.

a. Selected Soldier will be militarily assigned to the unit and placed in the required duty position. Soldier must have a valid Army MOS in order to qualify to apply for an AGR position. Selected Soldier must become MOSQ within 12 months or be released from the AGR program.

b. Accessions into the AGR Program require the following Medical Fitness Standards:

- 1) Favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR Program.
- 2) Human Immune Deficiency Virus (HIV) test within 24 months of initial entry into the AGR program.
- 3) Must meet the body composition standards prescribed in AR 600-9.
- 4) Must have passing APFT and HT/WT within six months of initial AGR order.
- 5) Soldiers who have a Physical Profile Serial (PULHES) that contains a "3" or a "4" must meet the requirements of AR 635-40 prior to entry in the AGR Program.
- 6) Soldiers having a favorable appointment physical examination (IAW AR 40-501, Chapter 2) or flight physical examination (IAW AR 40-501, Chapter 4) conducted within 12 months prior to initial entry into the AGR Program are not required to complete an additional PHA for entry in the AGR Program.
- 7) Periodic Health Assessments (IAW AR 40-501, Chapter 10) for entry in the AGR Program may be conducted at an active military treatment facility, an ARNG medical unit, US Army Reserve medical unit, or a civilian medical facility.
- 8) Pregnant female Soldiers are eligible to apply for AGR tours effective 03 February 2006 per NGB-ARH-S Policy Memo #06-014.

c. AGR personnel may not be eligible for or receiving an immediate Federal Retirement Annuity (military or civilian).

d. Individuals entering into their initial AGR Tour must be able to serve at least (3) years in an active military status IAW AR 135-18, chapter 2, prior to completing 18 years of Active Federal Service (AFS).

e. Military technicians may not convert in-place to AGR status.

f. Any falsification of the eligibility requirements will result in immediate release from the AGR program.

g. Applicants must possess a valid state driver's license and be qualified to operate a GSA leased vehicle.

h. Before applying for any AGR position, consult with Incentive Manager regarding Incentives Termination / Recoupment Rules.

i. Soldiers cannot apply if currently under a Suspension of Favorable Personnel Actions (FLAGGED).

j. Applicant must be able to possess a SECRET security clearance.

2. APPLICATION PROCEDURES. Allow ample time to complete and compile your packet. Forms are available at the MANG Careers page: <http://www.massnationalguard.org/available-positions.html>. All applicants will submit the following documents:

- a. This announcement.
- b. NGB Form 34-1, dated 20131111 (Application for Active Guard/Reserve AGR position). Attach additional sheets of information, if necessary.
- c. DA Form 705 (APFT Score Card) within the last 12 months (Note: If selected, Soldier must have a passing APFT within six months of initial AGR Orders. See Paragraph 1.e.4).
- d. Statement from the Full-time Commander/AO/Directorate:
 - Soldier meets the height / weight standards.
 - Soldier is not flagged and is within good standing.
 - Soldier is not on the DMD/ODD and scheduled to deploy within the next six months.
- e. All previous DD Form 214s and NGB Form 22s.
- f. Last five NCOERs (if applicable).
- g. Enlisted Record Brief (ERB) – Selection Board Version dated within the last 12 months.
- h. Medical Protection System Individual Medical Readiness (IMR) dated within last 12 months. You can obtain this through Army Knowledge Online (AKO).
- i. NGB 23 (RPAM Statement).
- j. Completed Pre-employment Reference Check Form.
- k. Current MA AGR Soldiers will submit Full-time Commander/AO memo stating concur/non-concur with request for lateral reassignment.

Any missing documentation requires a letter of explanation in the application packet.

Letters of Recommendation are permissible, but not required.

Fill In Contact Information Below		
NAME:	MOS:	SMOS:
HOR:		
PERSONAL PHONE:		
WORK PHONE:		

Forward completed packets as one PDF file (Portfolio format not accepted) to: ng.ma.maarng.mbx.agr-jobs@mail.mil.

Use Subject Line as follows: Announcement Number, Title of Position, and Applicant’s Name.

3. JOB DESCRIPTION.

a. Chiefly responsible for advising the unit commander on unit training management. Reports directly to the unit Readiness NCO (RNCO) and serves as the acting RNCO in their absence. Assists the unit commander and RNCO in building and maintaining unit readiness in the area of training. Maintains a direct line of communication with the battalion S3 / Training and Operations section.

b. Builds the unit's training schedules IAW the approved yearly training brief, the Commander's training guidance, directives, and publications of higher headquarters in accordance with ADP 7-0 and AR 350-1 in the Digital Training Management System (DTMS) and submits to the Commander for final approval. Maintains proficiency with the DTMS. Works directly with the Battalion Training Officer and Operations NCO to ensure all unit training plans are submitted in DTMS in a timely manner. Ensures all training plans are scheduled and resourced in accordance with timelines established by regulation and higher headquarters using systems such as RFMSS and TAMIS. Is the custodian of all unit training records to include individual training (weapons qualification, APFT, etc.) and unit training (training and evaluation outlines, after action review (AARs), etc.) and ensures all training records are maintained in DTMS.

c. Manage the unit's schools program by being proficient with the Army Training Requirements and Resource System (ATRRS), the Automated Fund Control Orders System (AFCOS), and Defense Travel System (DTS). Works with the RNCO and Command team to input Soldiers into Army Training Requirements and Resource System (ATRRS) to schedule Soldiers to attend schools, which include NCOES, DMOSQ, ASI, etc. Develops long-range schools plan by using the ATRRS Funding Allocation Model (AFAM). Ensures all Soldiers have pay and travel orders for all schools and all authorizations and vouchers are entered into DTS per established timelines. Prepares Soldiers' school packets and verifies pre-requisites are completed IAW school house requirements. Manages and tracks the unit's Professional Military Education

d. Provides data for input into the Unit Status Report (USR) IAW AR 220-1 as required.

e. Assists the RNCO with pay, personnel actions, orders production, and administrative activities in coordination with the Battalion S-1 as required and follows established procedures in the resolution of all personnel matters.

f. Performs other tasks as required.

Please check <http://www.massnationalguard.org/available-positions.html> for updates on job announcements.