



**DEPARTMENT OF THE AIR FORCE  
MASSACHUSETTS NATIONAL GUARD**

Human Resources Office  
2 Randolph Road  
Hanscom AFB, Massachusetts 01731-3001



**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT #104-24-033**

**OPEN DATE: 14 May 2024**

**EXPIRATION DATE: 18 May 2024**

**Open To: 104 FW Members that are qualified in the F-15**

**Number of Positions:** 1  
**Position Title:** Airplane Flight Instructor  
**Unit/Duty Location:** 104TH FIGHTER WING, BARNES ANGB WESTFIELD, MA 01085  
**Min/Max Grade Authorized:** Up to Lt Col/05  
**Duty AFSC:** 11F3  
**Retraining Opportunity:** NO  
**Position POC:** Col Michael Glass, 413-568-9151 ext. 698-1108 [michael.glass.9@us.af.mil](mailto:michael.glass.9@us.af.mil)  
**Technician Advertisement:** NA  
**Application Email:** [104fss.agrjobapps.org@us.af.mil](mailto:104fss.agrjobapps.org@us.af.mil)  
**HRO Remote:** 413-568-9151 ext. 698-1290 / 698-2509

**\*POSITION IS CONTINGENT UPON THE AVAILABILITY OF FUNDS AND RESOURCES\***

**Duties and Responsibilities:**

- a. Plans, develops and presents comprehensive courses of instruction in both ground and flight training for pilots to achieve and maintain mission ready status. Performs as instructor, and/or flight examiner for ground training which consists of classroom academics and/or aircrew training device (ATD) (simulator) training.
- b. Utilizes available training aids to instruct airplane aerodynamics, aircraft systems, emergency procedures, and specific crew duties. Ensures that all applicable directives, instructions, and technical orders applicable to the aircraft and mission are current and adhered to.
- c. Briefs and instructs preflight preparations including: intelligence briefings, mission planning, weather factors, mission objectives, and other agency coordination to ensure safe flight procedures and effective mission accomplishment. Conducts comprehensive debrief of mission (to include video tape review and digital flight debriefing media) to ensure that the desired learning objectives were achieved and training rules were followed.
- d. Serves as the Air Commander's representative when performing duties as: Operations Supervisor (SUP), Supervisor of Flying (SOF), or Stand-by Duty Officer (SDO); and is responsible for the safe and efficient mission accomplishment of the unit through the use of an Operational Risk Management (ORM) program.
- e. Performs other duties as assigned.

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**LENGTH OF TOUR**

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Initial AGR tour orders are probationary. The probationary period will not exceed three years. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

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## MINIMUM QUALIFICATION REQUIREMENTS

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1. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Assessment score are ineligible for entry into the AGR program.
2. Air National Guard members must meet the physical qualifications outlined in AFI 48-123 prior to entry on AGR duty.
3. An applicant on a medical profile may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour.
4. If advertisement is a retraining opportunity, applicants who do not hold the duty AFSC for the position must meet minimum ASVAB requirements.
5. Must meet any Special Requirements as specified in the Position Description.
6. Failure to obtain and maintain a SECRET or TOP SECRET (if applicable) security clearance will result in removal from the AGR program.
7. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
8. IAW ANGI 36-101, paragraph 5.3., to accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade for the AGR position. Overgrade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an overgrade status.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
10. IAW ANGI 36-101, paragraph 5.10, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
11. IAW ANGI 36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement when in the best interest of the unit, State, or Air National Guard.
12. Additional entry/retention requirements for AFSCs are outlined in the AFECD/AFOCD.

## APPLICATION REQUIREMENTS

Items 1-3 can be found on the following link under the “AGR Job Application” forms : [Mass National Guard Website](#)

1. NGB Form 34-1
2. SF 181 Ethnicity and Race Identification
3. Pre-Employment Reference Check Form (Not required for 104th permanent onboard AGRs)
4. Report of Individual Personnel (RIP): [vMPF](#)  
-Click on: “Self Service Actions” – “Personnel Data” – “Record Review/Update” – “View/Print All Pages”
5. AF Form 422: Verified w/in 6 months from MDG: [ASIMS](#)
6. myFitness Individual Tracker Report: Current & passing w/ 12 months: [myFitness](#)
7. Last 3 EPRs: [PRDA](#)

**\*Right click each hyperlink – Copy Link Location – Paste and Go in Web Browser\***

- Applications must be submitted by email NLT 2359 on the advertisement expiration date.
- All required documents must be submitted as one \*PDF (no portfolios) to: [104fss.agrjobapps.org@us.af.mil](mailto:104fss.agrjobapps.org@us.af.mil)

\*NOTE: To combine files in one PDF, you must print any secure and/or digitally signed documents to “Microsoft PDF.” Once printed, you can combine the newly printed PDF files with all other application documents.\*

**SUBJECT LINE OF EMAIL SUBMISSION MUST CONTAIN FULL BULLETIN NUMBER**