

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 **2 May 2025**.

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) Service Members. Current MAARNG AGR Service Members are encouraged to apply.

The hiring of this position is contingent upon the availability of AGR resources and funding in the NGB FY25 authorizations voucher.

Position: Training NCO	Unit / Location: HHC, 1-181 INF, Worcester, MA
Min Grade: E5 Max Grade: E6	MOS: 11B
Unit POC: MAJ Anthony Twining, 413-433-2460, anthony.a.twining.mil@army.mil	AGR Branch POC: Staffing NCO, 339-202-3112 ng.ma.maarng.mbx.agr-jobs@army.mil
Salary: Full time military pay & allowances	http://www.massnationalguard.org/available-positions.html

1. QUALIFICATIONS:

a. Selected applicant will be militarily assigned to the unit and placed in the required duty position; applicant must have a valid Army MOS to qualify to apply for an AGR position. Selected applicant 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) Applicant must have a 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. PHA's (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.

(2) Applicants with a temporary physical profile may not apply until medically cleared.

(3) Applicant must have a Human Immune Deficiency Virus (HIV) test within the last 24 months prior to initial entry into the AGR program IAW AR 600-110.

(4) Applicant must meet the body composition standards prescribed in AR 600-9.

(5) Applicants 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) Applicants 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) Pregnant female applicants 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 be 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. Before applying for any AGR position, please talk to your state's Incentive Manager in regard to Incentives Termination/Recoupment Rules.

h. Applicants cannot apply if currently under a Suspension of Favorable Personnel Actions (FLAGGED).

i. NACLCTier 3 Investigation (Soldiers with a current revoked, denied, no determination made, or suspended security clearance, who failed to attain or maintain favorable NACLCTier 3 investigation or higher, are not eligible to apply for AGR positions).

j. In accordance with DoD Government Travel Charge Card Regulations dated March 2022, all DoD personnel are required to have an individual government travel card.

k. IAW NGR 600-5, completion of mandatory training at Professional Education Center (PEC) is a condition of employment

l. Applicants will be required to have a passing record ACFT within six months of packet submission.

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 (with Applicant Contact Information filled in below).

b. NGB Form 34-1, dated 20131111 (Application for Active Guard/Reserve AGR position). Attach additional sheets of information, if necessary.

c. Individual Training Record (ITR) from DTMS reflecting a passing record ACFT and height/weight history with gender data redacted. Must be current within the last 6 months from the date bulletin closes.

d. Memorandum from Commander, AO, or Director that states:

(1) applicant meets the height / weight standards.

(2) is not flagged and is within good standing.

(3) is not on DMD/ODD or scheduled to deploy within the next six months.

(4) deployable to all austere environments.

e. All previous DD Form 214s and NGB Form 22s.

f. Last five evaluation reports (if applicable).

g. Soldier Record Brief (SRB) – Selection Board Version dated within the last 12 months. Enlisted only must show ASVAB scores.

h. Medical Protection System Individual Medical Readiness (IMR) dated within last 12 months with gender data redacted.

i. NGB 23B (RPAM Statement).

j. Completed Pre-employment Reference Check Form.

k. Current MA AGR Soldiers will submit full-time Commander or AO memo stating concur/non-concur with request for reassignment.

l. Completed 2023 CORI request form with front/back color copy of driver’s license.

m. Letters of Recommendation are permissible, but not required.

APPLICANT CONTACT INFORMATION

NAME: _____ PMOS: _____ SMOS: _____

HOR: _____

PRIMARY PHONE: _____ MILITARY EMAIL: _____

NOTE: Any missing documentation requires a letter of explanation in the application packet. Incomplete applications will not be considered.

Submit packets as one PDF file (Portfolio format not accepted) to: ng.ma.maarnng.mbx.agr-jobs@army.mil. Use Subject Line as follows: Announcement Number, Title of Position, and Applicant’s Name.

It is the Applicants responsibility to submit their completed application to AGR Branch.

3. ADDITIONAL REQUIREMENTS: (if any)

a. MOS reclassification qualifications for 11B:

(1) A physical demands rating of Heavy (Black).

(2) A physical profile of 111221.

(3) Color discrimination of red/green

(4) Correctable vision of 20/20 in one eye; 20/100 in the other eye.

(5) Qualifying scores

(a) A minimum score of 77 in aptitude area CO.

(b) A minimum OPAT score of Standing Long Jump (LJ) – 0160 cm, Seated Power Throw (PT) – 0450 cm, Strength Deadlift (SD) – 0160 lbs., and Interval Aerobic Run (IR) – 0043 shuttles in Physical Demand Category in “Heavy” (Black).

(6) Formal training (completion of MOS 11B course 11B10-OSUT conducted under the auspices of the USA Infantry School) mandatory.

(7) Reclassification: Must meet all prerequisites IAW AR 614-200, Chapter 3-19 and AR 40-501, Chapter 3.

(a) Active Component: The highest grade an individual may be reclassified into MOS 11B without a waiver is a non-promotable E5 (SGT). Soldiers reclassifying into MOS 11B must complete a mandatory MOS 11B course conducted under the auspices of the U.S. Army Infantry School. Promotable SGT and non-promotable SSG may request a waiver. Waiver requests must be submitted to Commandant, USAIS, ATTN: ATSH-IPP, 1 Karker Street, Fort Moore, GA, 31905, for determination of eligibility, reclassification training, and education requirements. Waivers may be submitted electronically to: usarmy.Moore.mcoe.mbx.usais-training-waivers@mail.mil. Sergeants First Class (E7) are not authorized for reclassification into MOS 11B.

(b) Reserve Component:

1. Soldiers in the grades of E1 through non-promotable E4 (PVT-SPC), reclassifying into the MOS 11B must complete the MOS 11B reclassification course (MOS-T) under the auspices of the U.S. Infantry School.

2. Soldiers in the grades of E5 (SGT) and E6 (SSG) non-promotable must attend the 071-11B2/3/4 (T) Infantry Transition Course. Skill Level 3 Soldiers should complete both the 071-11B2/3/4 (T) Infantry Transition Course, and the appropriate level NCOES technical phase.

4. DUTIES AND RESPONSIBILITIES:

a. Serves as the assistant principal advisor to the commander on the full-time readiness, training, and personnel updates and maintains the unit movement plans including the preparation and submission of required reports, clearances, and rosters. Obtains data for the unit status report and assists the Readiness NCO and commander in assessing readiness and preparing unit status reports.

b. Advises the Commander on training, logistics, and personnel readiness requirements. Position requires knowledge of My Unit Pay (MUP), DAMPS, the Digital Training Management System (DTMS), Army Training Requirements, and Resources System (ATRRS), Defense Travel System (DTS), and Range Facility Management Scheduling System (RFMSS) and the Integrated Personnel and Pay System (IPPS-A).

c. Obtains all required data for the Unit Status Report (USR) and assists the Commander and First Sergeant in preparing readiness reports as prescribed by AR 220-1. Works directly with the Readiness NCO, Company Commander and First Sergeant in planning, resourcing, executing and documenting training events at the company level.

d. Responsible for submitting and tracking numerous training support requests for Inactive Duty Training (IDT) and Annual Training (AT) missions. Submits and tracks numerous military school training requests for initial and continuous training. Supervises the duties performed by other full-time personnel. Drafts training schedules and risk assessments for approval in compliance with command guidance, policies, and directives/publications of higher headquarters.

e. Maintains direct communication with the unit RNCO, and next higher command training and readiness sections. Maintains files associated with readiness, training, and administrative duties. Supervises the development and monitoring of MOS qualification and sustainment training programs. Advises unit personnel on military education requirements and prepares applications through the Army Training Requirements and Resources System (ATRRS). Assists the Commander in formulating projections and forecasts through ATRRS Funding Allocation Model (AFAM).

f. Assist the RNCO in processing of all unit pay (IDT, AT and SAD), personnel, and administrative activities. Follows established procedures and SOPs for resolution of all personnel and training matters. Establishes and maintains personal proficiency in all administrative, financial, training, personnel, and supply procedures.

g. Indexes, verifies, and performs quality control functions in the Interactive Personnel Electronic Records Management System (iPERMS). Assists in the submission of orders requests and other Integrated Personnel and Pay System-Army (IPPS-A) related areas.

h. Prepares and updates DD Form 93's and SGLV's. Processes NCOERs, OERs, and awards while resolving errors. Reviews and processes automated advancements.

i. Prepares, inspects, and submits extensions and supporting documents. Assists in processing of separation packets. Prepares, reviews, and submits documents related to the suspension of favorable actions. Advises the Commander and First Sergeant on current regulations, policies, and procedures pertaining to personnel functions. Prepares letters, memorandums, and any other required documentation. Facilitates suspense dates required by the Brigade.

j. Food Service: knowledge of AFMIS, ordering catered meals, feeder requests and feeder reports; Manage the Commanders property book and account for property at all times.

Track all service of equipment and ensure equipment is serviceable IAW 70/30

agreement: responsible for OCIE accountability and turn-in, annual show down inspections and clothing record reviews. Prepares clothing and equipment records through the Installation Support Module (ISM). Orders, issues, and accounts for Personal Clothing IAW AR 700-84.

Receives, inspects, loads, segregates, stores, issues, delivers, and turns in organizational and installation supplies and equipment. Utilizes GCSS-Army to account for unit property, issue sub-hand receipts, and initiate lateral transfers. Maintains and reviews unit hand receipts, sensitive item inventories and cyclic inventories. Verifies unit of issue, description, and quantity of requested materials against issue and turn in documents. Is familiar with AR 710-2

Plans logistical support for unit movement and field training exercises (FTX). Requests subsistence, barracks and non-organic transportation as required.

k. Knowledge of all classes of supply and the requisition process of all classes (FORMS).

Prepares documentation of government property lost, damaged, or destroyed. Initiates Financial Liability Investigations of Property Loss (FLIPLs) and determines method of obtaining relief from responsibility IAW AR 735-5.

l. Performs other duties as assigned.

Please check the links below for updates on job announcements:

<http://www.massnationalguard.org/available-positions.html>

<https://armyeitaas.sharepoint-mil.us/:f:/r/teams/AGRFTNGD->

[OSCareerOpportunities/Shared%20Documents/General?csf=1&web=1&e=EFMMUK](https://armyeitaas.sharepoint-mil.us/:f:/r/teams/AGRFTNGD-OSCareerOpportunities/Shared%20Documents/General?csf=1&web=1&e=EFMMUK)