

**STATE OF HAWAII  
DEPARTMENT OF DEFENSE  
OFFICE OF THE ADJUTANT GENERAL  
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495**

2 May 2013

**ARMY ACTIVE GUARD/RESERVE TOUR (FTM)  
VACANCY ANNOUNCEMENT NO. FY2013 - 13  
List of Eligible**

The following Commissioned Officer position vacancy in the Hawaii Army National Guard is announced. This vacancy is to be filled under the provisions of Title 32, USC 502(f) and Section 502 Public Law 98-94. This is a three-year fulltime National Guard duty tour in Active Guard/Reserve (AGR) status. This vacancy is to be filled through a competitive selection panel process with approval by the Chain of Command. Final selection will be based upon qualifications, suitability, and available manpower resources.

**POSITION AND LOCATION:** Flight Surgeon, O4, MC, 61N or Aeromedical Physician Assistant, O4, SP, 65DM3, Medical Detachment, Hawaii Army National Guard, Kapolei, Hawaii. Applicants, who have applied for a previous Job Vacancy Announcement, **NEED TO REAPPLY**.

**CLOSING TIME/DATE:** Applications must be received by the Hawaii Human Resources Office (HIHRO), **NLT COB, 17 May 2013**. The list of eligible will be based upon the APPOINTMENT REQUIREMENTS and AREA OF CONSIDERATION applicable to the specific vacancy.

**POSITION DESCRIPTION:** See attached general description of Duties and Responsibilities.

**AREA OF CONSIDERATION:** Open to **Present, Commissioned Officers**, belonging to any component of the U.S. Army, **Nation-Wide**, who are current members or are eligible to become members of the Hawaii Army National Guard, in the grade of O1 – O4. All applicants MUST meet the “Special qualifications” as defined by DA PAM 611-21, chapter 3-60-62 for AOC **61N** or chapter 3-65 for AOC **65DM3**. (See **Specialized Experience** section below for additional mandatory criteria for Medical Corps or Specialist Corps.) If a waiver is required for an initial tour or for a subsequent tour (AR 135-18, Table 2-2 & 2-5), the waiver must be approved prior to the closing date of the Job Vacancy Announcement.

**SALARY:** Military Pay and Allowances. *Position eligible for Flight Pay, AMEDD Special Pay, and Permanent Change of Station or Relocation Cost Reimbursement; subject to availability of funds.*

**PROJECTED AGR START DATE:** Open.

**EQUAL EMPLOYMENT OPPORTUNITY:** All applicants will receive equal consideration for appointment without regards to race, religion, color, sex, national origin, public affiliation, or any other non-merit factor(s).

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**APPOINTMENT REQUIREMENTS:** **Commissioned Officers**, in the grade of O1 – O4, who are currently on suspension of favorable actions, will **NOT** be considered. Upon selection, the selectee will be medically evaluated for clearance to enter the AGR Program by the Office of the State Surgeon (POC: Deputy State Surgeon). If the selected individual is an IDT soldier, he/she 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 in the AGR program. Soldiers with a favorable enlistment or 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 in the AGR program are not required to complete an additional PHA for entry in the AGR Program. Individual must also have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110 and meet body composition standards prescribed in AR 600-9. If PULHES numerical indicator has a P3 or P4, then the requirements of AR 600-60 must be met prior to accessing into the AGR Program. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program. There are no medical waivers for initial appointment in the AGR Program if the soldier does not meet the physical and medical requirements IAW AR 40-501. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence. Selected individual **MUST** meet Professional Education Center (PEC) Training Courses prescribed for position vacancy within one (1) year from start date. **AGR Soldiers assigned to their current position for less than 18 months are ineligible to apply.** Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon availability of PCS funds from NGB. (See item #4 below).

**ELIGIBILITY CRITERIA:** Currently employed Active Duty Personnel, Military Technicians, AGR Soldiers serving on a subsequent tour (excluding Soldiers within the first 18 months of a new duty position), and IDT personnel within the grades specified above are eligible to apply for this position. If not currently in an AGR status, to qualify for appointment, individuals **MUST MEET ALL** initial eligibility requirements of AR 135-18 and NGR 600-5. (**Note: Individual certifies that he/she meets all eligibility criteria by signing in Section V of NGB Form 34-1.**)

**APPLICATION PROCEDURES:** Individuals may apply by submitting the following required documents to the HIHRO. Resumes may be included, but are not required.

- (1) Signed NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position), **dated November 2010**. **Signature will be in original or digital signature, if currently deployed. Errors, omissions of information, application completed in pencil, or unsigned, and those that are late due to the mail system will be returned without action.**
- (2) Valid proof of medical qualification. Any one of the below listed documents satisfy verification of medical qualification:
  - Medical Protection system (MEDPROS) printout of Individual Medical Readiness (IMR) with PHA date within 12 months reflected. (Preferred method).
  - Current Physical – DD Form 2807 and 2808 (or sister service equivalent), within the last 5 years if under 40 years old and within the last year if over 40 years old.
- (3) Last five (5) Officer Evaluation Reports (OERs).
- (4) Officer Record Brief (ORB).
- (5) DD Form(s) 214 and/or NGB Form(s) 22 (All periods of active duty).
- (6) Proof of highest level of Civilian Education acquired.

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- (7) Proof of Security Clearance (JPAS printout).
- (8) Copy of DA Form 705 reflecting passing APFT and passing height/weight data (must meet standards IAW AR 600-9), both taken within six (6) months from JVA closing date. **Also include three other previous APFTs for a total of 4 scores submitted.**
- (9) Knowledge, Skills, and Abilities (KSAs). Below are listed the KSA's for this position. Each applicant **must address each KSA individually in paragraph format** by explaining any civilian and military work experience(s) (with dates) that provided the KSA. These comments must be addressed in the order they appear below and attached (Separate Sheet) to the application when applying for the position. **Failure to include the attachment for the KSA statement will result in your application NOT being considered for employment.**
  - (a) Knowledge of the position.
  - (b) Knowledge of the principle and standard practices of management.
  - (c) Knowledge in the techniques of organization, direction, coordination, and control.
  - (d) Ability to develop, plan, and coordinate complex work assignments.
  - (e) Ability to give specific guidance relative to the position.
  - (f) Skills you possess to assist in the improvement of the position or program.
  - (g) Skill in oral and written communications.

### NOTES TO APPLICANTS:

1. Each applicant is personally responsible for submitting his or her application package to the HIHRO on or before the closing date stated on this JVA. Applications postmarked (U.S. Postal Service) on or before the closing date of this JVA will be accepted. Postmarks by private letter carriers (Federal Express, UPS) will **NOT** be accepted. **Federal law prohibits the use of government envelopes, postage, or facsimile to submit the application. Applications received in such manner will NOT be accepted and will be returned.**
2. Each applicant will ensure that supporting documents, to include diplomas, orders, etc. are submitted with the application as evidence of meeting the APPOINTMENT REQUIREMENTS. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**
3. Request for exceptions to, or waivers of APPOINTMENT REQUIREMENTS or AREA OF CONSIDERATION as specified herein will **NOT** be accepted. Waiver for certain basic ELIGIBILITY CRITERIA will be considered and must receive NGB approval.
4. **Permanent Change of Station (PCS) expenses may be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Hawaii Army National Guard and upon availability of funds from the National Guard Bureau.**

(HIHRO)

DISTRIBUTION: A

**ARMY NATIONAL GUARD ACTIVE GUARD/RESERVE PROGRAM  
QUALIFICATIONS CRITERIA  
(OFFICER PERSONNEL)**

**1. BASIC INITIAL ENTRY QUALIFICATIONS:**

A. Membership.

1. Must be in a Ready Reserve status and –
  - a. Be a member of the Reserve Component of the Army of which the application for entry in the AGR program is made.
  - b. When applying for an AGR position on Full-Time National Guard Duty (FTNGD) under state control, must be a federally recognized ARNGUS soldier.
2. If a member of the Regular Army, must agree to accept discharge from the Regular Army with concurrent appointment in the ARNG. Appointment must be completed prior to reporting to an initial AGR entry point.
3. If a member of the USAR, must agree to accept transfer from the USAR with concurrent appointment in the National Guard of the appropriate state.

B. Physical and Medical.

1. Prior to entry on AD in the AGR program, must be medically certified as Drug Free and be tested negative for Human Immunodeficiency Virus (HIV), per AR 40-501 and AR 600-110.
2. Must meet the Body Composition standards prescribed in AR 600-9.
3. Must meet the medical fitness standards for retention per AR 40-501, chapter 3. When appropriate, the officer must also meet the medical fitness standards for flying duty per AR 40-501, chapter 4 retention flight physical within 18 months preceding initial entry.

C. Military Education.

1. An officer in the grade of:
  - a. Lieutenant or Captain, with less than 5 years Time In Grade must have completed an Officer Basic Course.
  - b. Captain, with at least 5 years Time In Grade must have completed an Officer Advance Course.
  - c. Major, with at least 5 years Time In Grade must have completed at least 50 percent of Intermediate Level Education (ILE), or equivalent, as specified in AR 135-155.

Qualifications Criteria: (cont.)

- d. Lieutenant Colonel, with 3 years Time In Grade must have completed ILE, or its equivalent, as specified in AR 135-155.
- e. Colonel, must have completed ILE, or its equivalent, as specified in AR 135-155.

2. A Warrant Officer or Commissioned Warrant Officer in the grade of:

- a. WO1 or CW2, must have completed a Warrant Officer Basic Course, or receive MOS proponent equivalent credit.
- b. In the grade of CW3 or above, must have completed a Warrant Officer Advance Course, or receive MOS proponent equivalent credit.

D. Years of Service.

Must be able to complete a three (3) years initial tour of AD or FTNGD prior to:

- a. Completing 18 years of Active Service (AS).
- b. The date of mandatory removal from an active status based on age, or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.

E. Grade and Specialty.

If an officer:

- a. Must possess the grade equal to or below that authorized for the AGR duty position.
- b. Must possess the Military Occupational Specialty (MOS) / Area of Concentration (AOC) commensurate with the AGR duty position.
- c. If assignment or attachment as an Aviator, AMEDD, Chaplain, JAGC, or Warrant Officer duty position in the AGR program, the assignment must not be restricted by AR 140-1-, NGR 600-100, or NGR 600-101.

F. Security Clearance.

Must possess a valid security clearance required for the grade, MOS / AOC, and AGR duty position.

G. Failure of Selection for Promotion.

Must not have failed selection for promotion on latest consideration by a mandatory board.

Qualifications Criteria: (cont.)

H. Additional Eligibility Requirements:

1. AGR Soldiers, who were voluntarily released from the AGR program for two (2) or more days, and one (1) year has not elapsed since the date of the release are eligible for a subsequent reentry into the AGR program with a waiver IAW AR 135-18, Table 2-2 D. If selected the Soldier must meet all Initial Entry Requirements to qualify for a subsequent reentry.
2. Soldiers are disqualified from reentry into the AGR program if they were not selected for continuation by a board, were processed for involuntary release from AD or FTNGD, or for separation because of one of the following:
  - a. For cause, to include unsuitability or unfitness (other than temporary medical disability) for military service.
  - b. Nonselection for promotion by a mandatory officer promotion board convened by HQDA unless subsequently selected.
  - c. As a result of resignation in lieu of adverse personnel action.

This requirement is nonwaivable IAW AR 135-18, Table 2-6, I and K.

3. All AGR soldiers will sign a Certificate of Agreement and Understanding prior to being ordered to FTNGD in the AGR program.
4. Must have at least three (3) years remaining on current enlistment on first day on initial AGR tour. Applicants must reenlist or extend their current enlistment in order to meet this requirement.
5. Must not be a candidate for an elective office, holding a Civil Office (full-time or part-time), or engaged in partisan political activities, as defined in AR 600-20.
6. Must not be under current suspension of favorable personnel actions. Additionally, applicants, who are required by AR 600-31 to be under a suspension of favorable personnel actions, as determined by CNGB, are ineligible even if no suspension of favorable personnel actions had been imposed.
7. Applicants must not be entitled to receive Federal Military Retired, Retainer Pay, or receiving Federal Civil Service annuities, or to be eligible for immediate Federal Civil Service annuities.
8. Must not have received a special derogatory Officer Evaluation report (OER), as prescribed by AR 623-3 in the last 12 months period preceding the date of application.
9. Personnel who are required to perform flying duties as a requirement of the FTS position, or who occupy an MTOE/TDA position, which is annotated with the prefix "F" must meet the requirements for the ARNG flying status and be on NGB flying status orders.

Qualifications Criteria: (cont.)

10. Female officers are eligible to apply for any authorized AGR position, for which qualified, except in those closed units/positions identified under the Direct Combat Probability Code (DCPC) for the ARNG.

**2. BASIC SUBSEQUENT DUTY QUALIFICATIONS:**

A. Subsequent Duty Definition.

Soldiers on AGR orders beyond the initial 3 year tour of their AGR career.

B. Membership.

Must be serving on duty in the AGR program and –

- a. Be a member of the Reserve Component of the Army in which the AGR duty is performed.
- b. If in FTNGD status, must be a federally recognized ARNGUS Soldier.

C. Age.

Must not have reached mandatory removal based on age, 10 USC 14509 or 1164.

D. Physical and Medical.

1. Must meet the body composition standards prescribed in AR 600-9.
2. Must meet the medical fitness standards for retention per AR 40-501.
3. When appropriate for AGR duty, the medical fitness standards for flying duty per AR 40-501 or the medical fitness standards for miscellaneous purposes per AR 40-501.

E. Military Education.

An officer in the grade of:

- a. Captain, with at least 5 years time in grade, must have completed an officer-advanced course.
- b. Major, with at least 5 years time in grade, must have completed at least 50 percent of the Intermediate Level Education (ILE), or its equivalent, as specified in AR 135-155.
- c. Lieutenant colonel, with 3 years time in grade, must have completed ILE, or its equivalent, as specified in AR 135-155.
- d. Colonel, must have completed ILE, or its equivalent, as specified in AR 135-155.

Qualifications Criteria: (cont.)

F. Years of Service.

A commissioned officer (excluding commissioned warrant officers):

- a. Must not have attained 20 years of AS.
- b. Must not have reached mandatory removal based on years of Service.

Warrant officers (including commissioned warrant officers) must not have attained 20 years of officer AS. Enlisted AS is excluded from the computation of accrued years of service for the mandated release from active duty (REFRAD) or FTNGD of an AGR WO, unless the needs of the Army require a WO or a commissioned WO's separation after attaining 20 years of total AS.

G. Grade and Specialty.

1. Must possess the grade equal to, or below that authorized for the AGR duty position and must possess or be able to gain within 12 months, the specialty required for the AGR duty position.
2. Must not be restricted by NGR 600-100, NGR 600-101 or AR 140-10, on assignment or attachment to an aviator, AMEDD, chaplain, JA, or warrant officer duty position in the AGR program.

1. Supervisory controls: The incumbent receives supervision from two sources; fulltime Administrative Officer supervision from the Deputy State Surgeon; Unit supervision from the Medical Detachment Headquarters Commander.

2. Qualification requirements:

a. **General Experience**:

Clinical: Requires three years experience as a Medical Doctor or Physician Assistant.

Management: Must have three years of general experience that provided a basic knowledge of the principles of organization, management and administration.

b. **Specialized Experience**:

Flight Surgeon, O4/MAJ, MC, 61N: Must have Doctor of Medicine Degree or Doctor of Osteopathy Degree from an accredited school of medicine acceptable to Department of the Army. Possess/maintains current board certification in Aerospace Medicine, Family Medicine, Internal Medicine, Emergency Medicine, Occupational Medicine, or Preventive Medicine. Must possess/maintain a current, unrestricted license to practice medicine within a US jurisdiction. Requires completion of the Aviation Medicine Basic Course at Ft Rucker, AL or completion of the two-year Residency in Aerospace Medicine (RAM).

Aeromedical Physician Assistant, O4/MAJ, SP, 65DM3: Possess/maintains current certification by the National Commission on Certification of Physician Assistants. Graduate from an Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) accredited PA training program or its predecessor. Must possess/maintain a current, unrestricted license within a US jurisdiction. Requires completion of the Aviation Medicine Basic Course at Ft Rucker, AL.

Management: Must have three years of specialized experience in administrative, supervisory, managerial, professional or technical work which provided the applicant an opportunity to acquire a knowledge of management principles, practices, methods and techniques. At least six months of specialized experience must be at a level of difficulty comparable to the next lower grade, or one year comparable to the second lower grade. The following are examples of qualifying specialized experience:

- (1) Assisting management in identifying financial, personal and material needs and problems.
- (2) Ability to plan, organize and coordinate work in situations when numerous diverse demands were involved.
- (3) Ability to make oral and written presentations.
- (4) Use of automated systems as a tool for management purposes.

c. **Substitution of Education**: NONE

**FLIGHT SURGEON, MC, 61N**  
**DUTIES AND RESPONSIBILITIES**

1. Purpose: To increase the overall medical readiness of the HIARNG by performing day-to-day clinical care and related direct patient care functions.
  
2. Duties and Responsibilities: Serves as *Chief of Aviation Medicine*.
  - a. Under the clinical supervision of the State Surgeon, function as a fulltime medical officer reviewing and supervising the medical examinations and treatment of individuals within the HIARNG IAW AR 40-501 and all other appropriate medical guidance.
  - b. Assist the Office of the State Surgeon in implementing health promotion, occupational health, wellness and readiness programs within the HIARNG military community.
  - c. Conduct and supervise the clinical operations of HIARNG Aviation Medicine Program IAW DA PAM 385-90, AR 95-1, AR 40-501, AR 600-106, AR 600-105, AR 40-3, and all other applicable regulatory guidance.
  - d. Responsible for the management of the clinical operations, ensuring quality control standards, SOP's are established, updated and adhered to in a manner that maximizes the standard of care provided to Soldiers. Including SOP's for the provision of medical support, both clinical and non-clinical, to the aviation population to ensure individual health, flying safety and successful mission completion.
  - e. Supervise and manage all aviation medicine activities of HIARNG Aeromedical Physician Assistants. Oversee associated aviation medicine staff/personnel as needed.
  - f. Provide clinical guidance as needed to patients and associated staff/personnel.
  - g. Assess all levels of the Individual Medical Readiness and provides feedback to appropriate commanders and leaders as needed. Supports the HIARNG's medical plans and programs to attain the overall Individual Medical Readiness.
  - h. Formulate policies and develop procedures for operation and improvement within medical environments.
  - i. Establish and execute medical quality assurance programs that ensure optimal standards are maintained.
  - j. Participates as a medical provider in readiness, mobilization, and demobilization processes.
  - k. Initiate, conduct, and participate in field and clinical research and scientific studies as needed.
  - l. Manage and oversee subordinate medical personnel, facilities, and equipment required to operate HIARNG troop clinics or other medical activities and organizations as needed.
  - m. Participate in the delivery of health care to all categories of HIARNG soldiers.
  - n. Prescribe courses of treatment and medication when required, and consistent with capabilities and credentials.
  - o. Interprets information in health records for application to current conditions and makes entries into the health record as a primary care provider.
  - p. Orders diagnostic X-ray and laboratory procedures and writes consultations to specialty clinics and for ancillary services as appropriate.
  - q. Be a primary source of advice to determine the medical necessity, priority, and requirements for patient evacuation, and initial emergency care and stabilization.
  - r. Prepare reports pertaining to medical activities as needed.
  - s. Function as a medical instructor for the HIARNG. Assist, plan, direct and supervise medical educational and skill development programs for officers, enlisted personnel, and civilian students.
  - t. Performs other duties as assigned.

**AEROMEDICAL PHYSICIAN ASSISTANT, SP, 65DM3**  
**DUTIES AND RESPONSIBILITIES**

1. Purpose: To increase the overall medical readiness of the HIARNG by performing day-to-day clinical care and related direct patient care functions.
  
2. Duties and Responsibilities: Serves as *Aeromedical Physician Assistant*.
  - a. Under the clinical supervision of the State Surgeon, function as a fulltime medical officer reviewing and supervising the medical examinations and treatment of individuals within the HIARNG IAW AR 40-501 and all other appropriate medical guidance.
  - b. Assist the Office of the State Surgeon in implementing health promotion, occupational health, wellness and readiness programs within the HIARNG military community.
  - c. Conduct and supervise the clinical operations of HIARNG Aviation Medicine Program IAW DA PAM 385-90, AR 95-1, AR 40-501, AR 600-106, AR 600-105, AR 40-3, and all other applicable regulatory guidance.
  - d. Responsible for the management of the clinical operations, ensuring quality control standards, SOP's are established, updated and adhered to in a manner that maximizes the standard of care provided to Soldiers. Including SOP's for the provision of medical support, both clinical and non-clinical, to the aviation population to ensure individual health, flying safety and successful mission completion.
  - e. Provide clinical guidance and oversight to associated aviation medicine staff/personnel as needed.
  - f. Assess all levels of the Individual Medical Readiness and provides feedback to appropriate commanders and leaders as needed. Supports the HIARNG's medical plans and programs to attain the overall Individual Medical Readiness.
  - g. Formulate policies and develop procedures for operation and improvement within medical environments.
  - h. Establish and execute medical quality assurance programs that ensure optimal standards are maintained.
  - i. Participates as a medical provider in readiness, mobilization, and demobilization processes.
  - j. Initiate, conduct, and participate in field and clinical research and scientific studies as needed.
  - k. Manage and oversee subordinate medical personnel, facilities, and equipment required to operate HIARNG troop clinics or other medical activities and organizations as needed.
  - l. Participate in the delivery of health care to all categories of HIARNG soldiers.
  - m. Prescribe courses of treatment and medication when required, and consistent with capabilities and credentials.
  - n. Interprets information in health records for application to current conditions and makes entries into the health record as a primary care provider.
  - o. Orders diagnostic X-ray and laboratory procedures and writes consultations to specialty clinics and for ancillary services as appropriate.
  - p. In the absence of a physician, the physician assistant will be the primary source of advice to determine the medical necessity, priority, and requirements for patient evacuation, and initial emergency care and stabilization.
  - q. Prepare reports pertaining to medical activities as needed.
  - r. Function as a medical instructor for the HIARNG. Assist, plan, direct and supervise medical educational and skill development programs for officers, enlisted personnel, and civilian students.
  - s. Performs other duties as assigned.