

ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT
STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD, HONOLULU, HAWAII 96816-4495

ANNOUNCEMENT NUMBER: JVA FY2020-06

DATE: 1 May 2020

CLOSING DATE: 31 May 2020

The following Warrant 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 and will 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 TITLE, PARA, LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND AOC:

Aviation Training Officer, Para 301, Line 04, CW3, 154F1

UNIT AND DUTY LOCATION:

Co B, 2d Bn, 211th Aviation Regiment, Kapolei, HI 96707

WHO MAY APPLY:

Present Warrant Officers of the Hawaii Army National Guard in the grade of CW2-CW3.

AREA OF CONSIDERATION:

All applicants must already be AOC 154F qualified and be able to become AOC 154FI qualified within 12 months of tour assignment. All applicants must already possess a Secret security clearance or higher. AGR Soldiers serving on a subsequent tour (excluding Soldiers within the first 18 months of an initial tour) may apply. Waivers for disqualification must be waivable IAW AR 135-18, table 2-2 and NGR 600-5 table 2-1. No other waivers authorized. In order to be considered for this position, applicants must meet minimum appointment requirements as outlined on this announcement.

MINIMUM APPOINTMENT REQUIREMENTS: For initial entry and subsequent assignment in the AGR Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet standards prescribed IAW AR (NGR) 600-5, AR 135-18, AR 40-501, AR 600-9, and AR 600-10.

1. Must be a member of the Hawaii Army National Guard.
2. Must meet initial entry criteria for the title 32 AGR program as listed in AR 135-18, table 2-1. May be disqualified for any criteria as listed in table 2-2 and 2-3.
3. Must be 18 years of age, and less than 55 years of age for initial entry.
4. A physical profile of 111121 or better. If there is a 3 or 4 in current PULHES, include verification of MAR 2 proceeding results.
5. CW2 applicants must have completed a warrant officer basic course or received military occupational specialty (MOS) proponent equivalent credit. CW3 applicants must successfully complete the Aviation Warrant Officer Advanced Course (AVWOAC) or received MOS proponent equivalent.
6. Must be able to complete 20 years of Active Federal Service prior to reaching Mandatory Removal Date (MRD).
7. Must meet the Army body fat standards IAW AR 600-9.
8. Must be able to complete a 3-year initial tour of Full-time National Guard duty (FTNGD) prior to reaching 18 years AFS or the date of mandatory removal from an active status based on age, or service (without an extension).
9. Applicants must not currently be under suspension of favorable personnel actions as per AR 600-8-2 even if no flag has been initiated.
10. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of resignation.
11. Those applicants who resigned from the AGR program in lieu of adverse actions are not eligible to reenter the AGR program.
12. Applicants must not be a candidate for public office or holding a civil office.
13. Single applicants with dependents or applicants married to another service member with dependent(s) must have an approved Family Care Plan upon date of hire.
14. Upon selection, the selectee will be medically evaluated for clearance by the Office of the State Surgeon (POC: Deputy State Surgeon). Selectee must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, within 12 months prior to initial entry in the AGR program.
15. 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.
16. Must be medically certified as drug free and have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110.
17. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
18. Request for exceptions to, or waivers of APPOINTMENT REQUIREMENTS as specified herein will **NOT** be accepted. Waiver for certain Basic Eligibility Criteria will be considered and must receive NGB approval.
19. 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.
20. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence.

THIS ANNOUNCEMENT WILL BE POSTED ON UNIT BULLETIN BOARDS UNTIL CLOSING DATE

VACANCY ANNOUNCEMENT – ARMY AGR, FY2020-06, 1 May 2020

21. Selected individual MUST meet Professional Education Center (PEC) Training Courses prescribed for position vacancy within one (1) year from start date.
22. Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon availability of PCS funds from NGB. 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.

INSTRUCTIONS FOR APPLYING: The documents listed below 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.

1. Signed NGB 34-1 (dated 20131111) must be complete with original signature #17. Signature will be in original or digital signature. Errors, omissions of information, application completed in pencil, or unsigned application, and those that are late due to the email system will be returned without action.
2. Individual Medical Record (IMR) printout from MEDPROS. Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid.
3. All current permanent and/or temporary physical profiles (DA Form 3349), if applicable.
4. Last five (5) Officer Evaluation Reports (OER) – Current and previous 4, if applicable.
5. Certified copy of Officer Record Brief (ORB). Write your civilian email address on the upper right hand corner.
6. DA Photograph taken within the last 24 months.
7. All DD214s, DD215s, and DD220 to verify all previous active service periods.
8. Most current NGB Form 23B (Retirement Points History Statement).
9. Proof of highest level of Civilian Education acquired.
10. Proof of Secret security level clearance (JPAS printout will not be accepted). Contact the HIARNNG Security Manager or appointed representative for a memo.
11. DA Form 705 (Record APFT) and DA 5500-R/5501- HT/WT data (must meet standards IAW AR 600-9), both taken within six (6) months at the time of application submission. Also include three other previous APFTs for a total of 4 scores submitted.
12. Biographical Sketch IAW NGR 600-100, Appendix H.
13. Memo explaining any gaps or missing required documents (APFT, OER, DA Photo, etc.).
14. Knowledge, Skills, and Abilities (KSA). Below are listed KSAs for this position.
 - (a) Knowledge of the position.
 - (b) Knowledge in the techniques of organization, direction, coordination, and control.
 - (c) Ability to develop, plan, and coordinate complex work assignments.
 - (d) Ability to give specific guidance relative to the position.
 - (e) Skills you possess to assist in the improvement of the position or program.
 - (f) Skill in oral and written communications.

Each applicant must address each KSA individually in paragraph format by explaining any civilian and military work experience(s) (with dates). These comments must be addressed in the order they appear above 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.

Forward your application packet, via your official military/enterprise email only, to Human Resources Office (HRO) group mailbox: ng.hi.hiarnng.mbx.nghi-hro-agr1@mail.mil. Your application packet must arrive in our mailbox no later than 2359 hours on the closing date indicated above or your packet will not be accepted. Documents must be scanned in the order as listed above and emailed as one (1) pdf file format. Subject line of the email must include the announcement number and the applicant's name.

Application packets will be screened by HRO prior to submission to the selection panel. 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. Applicants who do not meet eligibility requirements under Area of Consideration and Minimum Appointment Requirements will not be submitted to the selection panel and will be notified of their non-consideration within 10 working days of the JVA's closing date.

DUTIES AND RESPONSIBILITIES:

1. **Introduction:** This Active Guard/Reserve (AGR) full-time unit sponsor position is located at the aviation company level units and aviation intermediate units in the Army National Guard.
2. **Supervisory controls:** Works under the direct supervision of the unit commander. Day-to-day functions are coordinated by the battalion training officer in those units authorized a training assistant. In other units, day-to-day activities are coordinated with the next higher level supervisor. Work is performed on own initiative within established policy, procedure, and directives. Performance is evaluated in terms of effectiveness, adequacy, and compliance with directives and policy.
3. **Purpose:** To provide training assistance within the organization for the development, coordination and implementation of general and detailed training plans, programs, policies, and directives to enhance the training readiness and mobilization capabilities within an aviation unit.

VACANCY ANNOUNCEMENT – ARMY AGR, FY2020-06, 1 May 2020

4. Major Duties.

Responsible for carrying out the commander's plans and programs for the accomplishment of the units' training objectives and missions. Directly supervises assigned unit training NCO's; responsible for coordinating and managing the overall duties, responsibilities, and actions of AGR personnel. Develops comprehensive training schedules and plans which integrate the ARTEP and unit missions with the aircrew training program (ATP); ensures compliance with directives and publications of higher headquarters and maximizes collective aircrew training programs during unit training assemblies and annual training; develops a comprehensive program of scenario training which drives the individual, crew, and collective aircrew training programs; assists the commander in the evaluation of unit training to ensure a logical progression of training and corrective actions of identified deficiencies. Assists the commander in designating aviator flight activity categories (FAC), pilot-in-command designations and selecting appropriate tactical/special mission tasks/iterations for each aviator position based upon mobilization and contingency missions. Periodically, checks unit IAFT's to ensure all required flight and academic training is complete and documented; prepares request for waivers or suspension from flight status, due to failure of a unit aviator from completing aircrew training program requirements. Provides coordination with AASF on specific tasks/scenarios to be conducted during AFTP's to enhance the overall individual and crew training programs. Ensures collective training is maximized during MUTA's and annual training; coordinates unit MUTA and AT aircraft, flying hour, gunnery and support personnel requirements to support this training with the appropriate facility commanders. Maintain close liaison and work directly with the supporting AASF, AAFA, or AAOF, during the development, planning and implementation of aircrew, enlisted CMF 68, CMF 25 and CMF 15 series MOS training. Monitors the MOS qualification program within the unit. Directly responsible to the commander for the training readiness of the unit; reviews for accuracy MOS qualification status reports, unit status reports and other training related reports required by higher headquarters, prior to submission to the unit commander; supervises the preparation of training charts, schematics, and graphs for use during briefings and/or training; assists the supporting AASF, AAFA, or AAOF, during the preparation of the semi-annual aviator training report (RCS: ARNG-170). Assists with the continual review, evaluation, updating and preparation of unit tactical and administrative SOP's to ensure compliance with current training directives and regulations. Prepares the unit annual flying hour program requirements (RCS: ARNG-717); provides the commander with technical assistance, monitoring, and guidance in the accomplishment of the unit flying hour program. Monitors and provides technical assistance in the development of unit mobilization and movement plans, supervises the development of a comprehensive unit loading plan; supervises periodic testing of unit alert plans. Attends all scheduled additional training assemblies and provides technical assistance and guidance for the preparation of training. May be required to assist other aviation units' training programs for the enhancement of the overall readiness posture. May be required to attend special schools and/or conferences, as appropriate. Programs and monitors training funds necessary to accomplish all training requirements and completes required forms. Performs other duties as assigned or required. Assigned as the Tactical Operations (Tac Opn Off) for the unit.

5. Additional Qualification Requirements:

- a. Must be familiar with the Soldier's Training Program, Aircrew Training Program, Army Warrior Training, MOS Sustainment Training, Sergeants Training Time, NCOPD/OPD, and appropriate training regulations and publications.
- b. Must maintain status as an Army National Guard ARL-1 aviator. This requirement does not apply to non-related maintenance warrants in AVIM units.
- c. Must be able to operate military vehicles organic to unit of assignment.

HRO ARMY AGR BRANCH POC:

SFC Minerva B. Manuel
(808) 672-1314
minerva.b.manuel.mil@mail.mil

EQUAL OPPORTUNITY:

The Hawaii Army National Guard is an Equal Employment Opportunity Employer. All qualified applicants will receive equal consideration for this announcement without regards to race, religion, color, sex, national origin, public affiliation, or any other non-merit factor(s).

NOTE: IF YOUR APPLICATION PACKET DOES NOT PROVIDE ALL OF THE INFORMATION REQUESTED ON THE FORMS AND DOCUMENTS LISTED ABOVE, YOU WILL LOSE CONSIDERATION FOR THE JOB. If you have questions, call the AGR Branch well in advance of the closing date of this JVA at (808) 672-1314 or (808) 672-1006.