

ARMY NATIONAL GUARD AGR JOB VACANCY ANNOUNCEMENT (NATIONWIDE)

**STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 Diamond Head Road, Honolulu, Hawaii 96816-4495**

JVA NUMBER: FY2022-05

PUBLISH DATE: 18 January 2022

CLOSING DATE: 4 March 2022

The following Enlisted position vacancy in the Hawaii Army National Guard (HIARNG) is announced. This is a three year National Guard duty, One Time Occasional Tour (OTOT) in Active Guard/Reserve (AGR) Title 32 status. This vacancy is to be filled under the provisions of Title 32, USC 502(f) and Section 502 Public Law 98-94 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 MOS/ASI:

Command Sergeant Major, Para 001, Line 03, E9, 79T6O ASI: 6C

UNIT AND LOCATION OF POSITION:

Hawaii Recruiting and Retention Battalion, Kapolei, Hawaii 96707

WHO MAY APPLY:

Non-Commissioned Officers of the Army National Guard selected by HQDA (Army National Guard (ARNG)) CSM Selection Board or who meet the criteria to be boarded during the Spring 2022 HQDA, ARNG CSM Selection Board, **NATIONWIDE**. SGM/E9s with 27 years or more active Federal service (AFS) or who have an approved retirement request are not eligible to apply.

AREA OF CONSIDERATION:

All applicants must be in the grade of E9 and 79T Expert Badge qualified. All applicants must possess a valid Secret level security clearance. AGR Soldiers (excluding those within their first 18 months of an initial tour or authorized stabilization period) may apply. No 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 assignment in the AGR Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet standards prescribed IAW NGR 600-5, NGR 601-1, AR 135-18, NGR 601-1, AR 40-501, AR 600-9, AR 600-10, AR 600-100, AR 600-60, AR 600-8-2 and DA PAM 611-21.

1. Must be a member of the Army National Guard (ARNG).
2. Selected member must complete an inter-state transfer to the HIARNG.
3. Must be 18 years of age, and less than 55 years of age for initial entry.
4. Soldiers must meet initial entry criteria for the Title 32 AGR program as listed in AR 135-18, table 2-1. Soldiers may be disqualified for any criteria as listed in table 2-2 and 2-3.
5. If there is a 3 or 4 in current PULHES, include verification of MAR 2 proceeding results. Requirements of AR 600-60 must be met prior to accession.
6. Must be able to complete 3 years of AFS in Full-time National Guard duty (FTNGD) prior to the retention control point from an active status based on age or service.
7. Applicants must not currently be under suspension of favorable personnel actions as per AR 600-8-2 even if no flag has been initiated.
8. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of release from active duty (REFRAD). Applicants who were involuntarily released from the AGR program are not eligible to re-enter the AGR program.
9. 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.
10. Applicants must not be a candidate for public office or holding a civil office.
11. Must meet the Army body fat standards IAW AR 600-9.
12. 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). Selected individual 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.
13. Soldiers with a favorable enlistment or appointment physical examination (IAW AR 40-501, Chapter 2) conducted within 12 months prior to initial entry in the AGR program are not required to complete an additional PHA for entry.
14. 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.
15. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
16. 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.

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17. Personnel suitability screening. Applicants must meet suitability screening requirements identified in HQDA EXORD 193-14 or superseding guidance prior to selection.
18. 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.
19. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence.
20. 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 HIARNG and upon availability of funds from the National Guard Bureau (NGB).
21. This is a 3 year, accompanied, Title 32, One Time Occasional Tour (OTOT). Selection for this position does not constitute accession into a permanent AGR program.
22. Falsification of any eligibility requirements will result in immediate release from the AGR program.

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 you (the applicant) to lose consideration for this position.

1. NGB 34-1 (dated 20131111). Errors, omissions of information or unsigned application, and those that are late due to the enterprise email system will be returned without action. Pay attention to instructions in Section IV and V. If "Yes" for #3 or #4, provide police report.
2. Individual Medical Readiness (IMR) record (MODS printout). Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid.
3. All current Physical profiles (DA Form 3349) for medical and physical limitations (If applicable).
4. Last five (5) Non-Commissioned Officer Evaluation Reports (NCOERs) - Current and previous 4, if applicable.
5. Soldier Record Brief (SRB) selection board redacted version. Validated or certified within six months of this JVA's closing date. Ensure that DA Photo, race, ethnicity and gender identification data is removed prior to submission. *Write your civilian email address on the upper right hand corner.*
6. All DD214s, DD215s and DD220s to verify all previous active service.
7. NGB Form 23B Army National Guard Retirement Points History Statement.
8. DA Form 705 (Record APFT) - reflecting most current passing record APFT. Also include three (3) other previous record APFTs for a total of 4 scores submitted. RCASweb or ATMS printout will not be accepted.
9. DA Form 5500-R/5501-R – reflecting most current HT/WT data (must meet standards IAW AR 600-9), taken within six (6) month of this JVA's closing date. If current HT/WT are within standards, complete Name/Rank/HT/WT/Age only. Completed form must be certified by two unit representatives. Also include three (3) other previous DA 5500/5501 (if applicable) for a total of 4 scores submitted. RCASweb or ATMS printout will not be accepted.
10. Current and signed HRR Form 600-1 (Recruiting and Training Cadre Suitability Checklist) dtd 1 Feb 2019.
11. HQDA CSM Select Memo (if applicable)
12. Expert Badge order/memo
13. Memo explaining any gaps or missing required documents (APFT, NCOER, 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.

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 interview.**

Individual applicant is responsible for the completion and turn-in of his/her application, all contents and attachments. Documents must be scanned in the order as listed above and emailed as a single, consolidated electronic pdf file to Human Resources Office (HRO) group mailbox: ng.hi.hiarng.mbx.nghi-hro-agr1@army.mil. Submit application packet via your official military email only, no other means of submission will be accepted. 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. 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. Received AGR JVA packets with missing, incomplete, outdated forms/docs/signatures are considered incomplete and ARE NOT considered for boarding. AGR office will reply

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with receipt of receiving AGR JVA packet; it is strongly recommended that applicants re-submit their AGR JVA application packets if they have not received an email notification of receipt from the AGR office PRIOR to the board closing date. 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:

Serves as the Senior Recruiting and Retention NCO in the organization. This NCO acts as the Commander's representative in supervising those aspects vital to operations determined by the Commander. The RRB CSM serves as a subject matter expert to the State CSM on all matters regarding SMs. The CSM is generally the most experienced recruiter in the organization, and as such is important to the unit's success. The Commander and CSM engage in regular dialogue to stay in synch with the unit. The RRB CSM will hold the primary PMOS 79T with an Expert Recruiting and Retention Badge. All CSM's take personal responsibility to ensure that the SM's objectives for their assigned command are achieved as follows:
Will synchronize the efforts of all the support team within the RRB to support the SM program.

1. Mandate use of ARISS within the RRB and monitor compliance.
2. Ensure that Soldier Training Readiness Modules (STRM) are being conducted during RSP unit training.
3. Provide oversight for the RRNCO Suitability screening process.
4. Manage Recruiter Irregularities (RI) within the Strength Maintenance Portal (SMT).
5. Ensure NCOPD includes SM training and emphasizes the role of FLLs.
6. Emphasize SM during all unit visits and inspections, placing emphasis on attrition management and retention related activities.
7. Advise commanders and unit leaders on any actions or events that affect SM.
8. Ensure the development and execution of the unit sponsorship program to assimilate new or incoming Soldiers.
9. Assist with mentoring and training RRNCOs to be successful.
10. Ensure that interviews and counseling are conducted on time and to standard to uncover and overcome challenges thus retaining Soldiers in the RRB.
11. Assist in development of a performance review process that measures job performance and outlines the courses of action to be followed when any member of the RRB fails to maintain duty proficiency or perform to established standards.
12. Develops and implements RRB awards and recognition programs IAW this regulation.
13. Lead, counsel, and serve as rater IAW appropriate regulations and established rating chains.
14. Work within the State Family Assistance Program representative and coordinate program activities as well as the development and implementation of State Family Assistance Centers in the event of mobilization.
15. Develop, implement and manage a career management program for all RRB Soldiers to ensure proper utilization of talent and resources.
16. Work with Behavioral Health Professionals to ensure all RRB Soldiers are evaluated IAW with suitability requirements.
17. Monitor the VULCAN database and DPRO or applicable automation system reports.
18. Establish direct communication with NGB, Other States, MSC Leaders State Leadership, and other leaders/agencies as needed.
19. Work directly with State Leadership on Attrition Management and Retention.
20. Verifies data for Recruiting Badge upgrades.
21. Monitors Leader Zone Reports Management/Accessions, shipping, market analysis, and demographics.
22. Supports state production and accessions.
23. Initiates training and workshops.
24. Monitor recruiting events and lead success.
25. Analyze area population, propensity to serve demographic ratios, and marketing attempts for all RRNCOs.
26. Advises on Recruiting and Retention standard operating procedures.
27. Assists in the coordination of Battalion training workshops, yearly range fire, and bi-yearly APFTs.

HRO ARMY AGR BRANCH POC:

SFC Minerva B. Manuel
(808) 672-1314
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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:

Applicants are responsible for maintaining a copy of their applications. If you have any questions pertaining to this JVA, call the AGR Branch well in advance of the closing date at (808) 672-1314.

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