

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

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ANNOUNCEMENT NUMBER: FY2023-09

DATE: 18 Nov 22

CLOSING DATE: 03 Dec 22

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POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

Plans Officer, PARA 103 LINE 02, O3, XXX

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APPOINTMENT FACTORS:

OFFICER(X)

WARRANT OFFICER( )

ENLISTED( )

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UNIT AND LOCATION OF POSITION:

Headquarters, Headquarters Troop, 1st Squadron, 299th Cavalry Regiment, 1304 Kekuanooa Street, Hilo, Hawaii

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WHO MAY APPLY:

Present members of the Army National Guard in the grades of: O2 to O3. In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

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AREA OF CONSIDERATION:

Tier 1: O2–O3 11A, 19A, or 19C AOC Qualified, Current member of the Hawaii Army National Guard. || Tier 2: O2–O3 11A, 19A, or 19C AOC Qualified, Current member of the Army National Guard. NATIONWIDE. || O2-O3 with less than 5 years' time in grade must have completed Basic Officer Leaders Course. || O3 with at least 5 years' time in grade, must have completed a Captains Career Course. || All applications 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.

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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, AR 135-18, NGR 601-1, AR 40-501, AR 40-502, AR 600-9, AR 600-10, AR 600-100, 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 (if applicable).
  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 40-501, AR 40-502 must be met prior to accession.
  6. Must be able to complete 3 years of Active Federal Service (AFS) in 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). If applicant has reached 18 years AFS or more, they must sign a sanctuary (18-year lock in) waiver upon accession (if applicable).
  7. Applicants must not currently be under suspension of favorable personnel actions IAW AR 600-8-2.
  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. Selected individual must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-502, Chapter 4, 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) 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.
  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. COVID-19 VACCINATION REQUIREMENT: As required by Executive Order 14043, Federal employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to be vaccinated against COVID-19 and submit documentation of proof of vaccination before appointment. HRO will provide additional information regarding what information or documentation will be needed.
  17. 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.
  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. 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).
  20. Falsification of any eligibility requirements will result in immediate release from the AGR program.
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POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: XXX

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#### INSTRUCTIONS FOR APPLYING:

All applications must be submitted in FTSMCS. Individual applicant is responsible for the completion and turn-in of their application, all contents, and attachments. Completed application packet must be submitted no later than 2359 hours, Eastern Time, on the closing date indicated.

The documents listed 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. Additional documents not required in accordance with the posted job announcement will not be sent forward to the Selecting Official.

1. NGB Form 34-1
2. Individual Medical Record (IMR) printout from MEDPROS. Periodic Health Assessment (PHA) must be dated within the last 12 months to be valid.
3. DA Form 3349, all current profiles for medical and physical limitations (if applicable).
4. Last (5) Officer Evaluation Reports (OERs) - 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. Include your civilian email address on the upper right-hand corner.
6. All DD 214s, DD 215s, and DD 220s to verify all previous active service.
7. NGB Form 23B Army National Guard Retirement Points History Statement.
8. Proof of highest level of Civilian Education acquired.
9. Security Clearance Verification Memo, current, within 6 months. Memo must be verified by the Soldier's appointed unit security manager or the HIARNG Security Manager.
10. 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.
11. DA Form 5500/5501 – reflecting most current HT/WT data (must meet standards IAW AR 600-9), taken within six (6) months 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.
12. Memo explaining any gaps or missing required documents (APFT, NCOER, etc.).
13. Knowledge, Skills, and Abilities (KSA). The following are (6) 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.

For help with the FTSMCS application, please refer to Hawaii National Guard HRO site: <https://dod.hawaii.gov/hro/job-vacancies/>. Click on FTSMCS Instructions Tab.

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#### BRIEF JOB DESCRIPTION:

The purpose of this position is to provide staff planning and assistance to ensure that required training and readiness objectives are achieved.

Officer will be responsible for assisting in the planning and execution of Joint Exercises. Officer should be familiar with the Military Decision Making Process, (MDMP), and the Joint Operations Planning Process (JOPP). Joint exercise and Maneuverer experience is preferred. Signal and Network experience is also preferred but not required.

- a. Establishes and conducts training evaluation programs for subordinate units.
- b. Reviews various training evaluation reports such as general inspection and other staff inspection/assistance reports.
- c. Provides guidance and assistance to unit commanders on ways to improve the quality of training.
- d. Ensures compliance with directives, programs, and objectives of the Department of the Army, National Guard Bureau, major Army headquarters, and other higher headquarters.
- e. Schedules and conducts various training courses (e.g., communication procedures, leadership courses, marksmanship training, etc.).
- f. Ensures that all resources are available, tracked and reconciled routinely for training activities.
- g. Procures and maintains training aids, manuals, and various regulations as required.
- h. Assists unit commanders in all phases pertaining to readiness and mobilization.
- i. Implements various security measures for such items as documents, arms ammunition, and communication equipment.
- j. Monitors the organization's MOS/AOC qualification programs.
- k. Evaluates and updates organizational tactical and administrative SOPs.
- l. Assists in the development and collation of OPORDs, plans and presentations for current and future operations.
- m. Assist the management of the S3 FTM personnel.
- n. Develops and maintains reports concerning all facets of training and operations and prepared to enhance existing methods and procedures.
- o. Maintains and keeps current the TACSOP and PSOP.
- p. Conducts routine operational meetings with higher HQs, FTM S3 staff and subordinate FTM training personnel.
- q. Travels as required to attend meeting, assist in operational support, or as required.
- r. Performs all other duties as assigned or required.

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#### SELECTING SUPERVISOR:

CPT Keoki A. Leong

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#### CONTACT INFO:

SFC Bradford F. Rivera  
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**EQUAL OPPORTUNITY:**

The Hawaii National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.