

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:

DATE: 15 Nov 24

CLOSING DATE: 30 Nov 24

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

Specialty Branch Recruiter, PARA 210B LINE 01, O3, 01A

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APPOINTMENT FACTORS:

OFFICER(X)

WARRANT OFFICER( )

ENLISTED( )

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UNIT AND LOCATION OF POSITION:

Hawaii Army National Guard Recruiting & Retention Battalion, 91-1227 Enterprise Avenue Kapolei, HI 96707

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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 01A qualified, current member of the Hawaii Army National Guard. || • Tier 2: O2-O3 01A qualified, current member of the Army National Guard. NATIONWIDE. || First Lieutenant and Captain, with less than 5 years' time in grade must have completed Basic Officer Leaders Course. || Captain, with at least 5 years' time in grade, must have completed a Captains Career Course. || All applicants must possess a valid Secret level security clearance. AGR Soldiers within their first 18 months of initial tour may not 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 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. Applicant(s) selected for the AGR program must have a passing Record ACFT within 6 months of accession for entry into the AGR program.
12. Must meet the Army body fat standards IAW AR 600-9.
13. 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.
14. 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.
15. 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.
16. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
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 waiver authority approval IAW AR 135-18.
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.
21. Applicants must be eligible to obtain a government travel card and must not have been suspended by Citi Bank.
22. This Recruiting assignment is subject to Suitability Screening procedures. The following additional State and NGB requirements must be met prior to acceptance into the AGR program:
23. Must not have a Type I, Type II, or Type III Offense (See AR 600-78 and SMOM 24-012) • Favorable National Agency Check with Law and Credit (NACLC) or Tier 3 Investigation or higher • Must not be listed on the National Sex Offender Public Website • Current Periodic Health Assessment and a review of medical records • Favorable results after completing a DD Form 369 • After all state level requirements have been passed, you must receive favorable results from NGB level screens of the following: Department of Army Inspector General (DAIG), Criminal Investigation Division (CID), Office of Military Personnel File Review,

and Army Substance Program.

24. Commissioned Officers that are DA Non-Select for Promotion are not eligible to apply.

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**POSITION COMPATIBILITY REQUIREMENTS:**

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 01A

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**INSTRUCTIONS FOR APPLYING:**

All applications must be submitted in FTMCS. 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). If not applicable, upload a document to state Not Applicable for DA 3349 to satisfy FTMCS requirement.
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/ACFT) - reflecting most current passing record APFT or ACFT. Additionally, include three (3) previous record APFTs/ACFTs for a total of four (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. Additionally, include three (3) previous DA 5500/5501 for a total of four (4) forms submitted. If "current" HT/WT are within standards, complete DA5500/5501 with Name/Rank/HT/WT/Age, certified by two-unit representatives. If "previous" HT/WT were within standards submit a memorandum with this explanation to include record HT/WT dates. RCASweb or ATMS printout will not be accepted.
12. Memo explaining any gaps or missing required documents (DD214, DD215, DD220, APFT, NCOER/OER, etc.). If not applicable, upload a document to state Not Applicable for Memorandum to satisfy FTMCS requirement.
13. Letter(s) of Recommendation specific to the JVA (optional). If not applicable, upload a document to state Not Applicable for Letters of Recommendation to satisfy FTMCS requirement.
14. Verification of Recruiter and Training Cadre JVA Pre-Screening Requirements Memorandum: Fill out blocks 1-33, date and sign section VI of HRR Form 600 (Recruiting & Training Cadre Suitability Questionnaire). Fill out blocks 1-11 and sign DD Form 369. Submit forms to RRB S1 for processing and completion of memorandum (RRB S1 POC: SFC Tam – christopher.g.tam.mil@army.mil). HRR Form 600 can be obtained from <https://www.milsuite.mil/book/groups/armg-recruiting-standards-branch> (CAC log in Only) or <https://dod.hawaii.gov/hro/job-vacancies/> (search for FY2025-01). DD Form 369 can be obtained from <https://www.esd.whs.mil/Directives/forms/#>.

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

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**BRIEF JOB DESCRIPTION:**

The Specialty Branch Recruiter serves as the primary Army Medical Department (AMEDD), Chaplain, and Judge Advocate General (JAG) Officer Recruiter for the State. This position is responsible for:

- (1) Achieving the annual Specialty Branch Officer mission assigned by the Recruiting and Retention Commander (RRC).
- (2) Developing an annual Specialty Branch Officer Strength Maintenance Plan (SMP).
- (3) Coordinating with the G1/Human Resources Office (HRO), RRC, Officer Personnel Manager, and other senior leaders and commanders, as directed by the Officer Strength Manager, to develop Officer procurement priorities while managing any applicable scholarship programs.
- (4) Developing specific recruiting programs and materials for AMEDD, Chaplain, and JAG to increase the number of accessions within the specialty branch scope.
- (5) Actively recruiting qualified Officers assigned to the Individual Ready Reserve (IRR), including those from all military services.
- (6) Ensuring that applications for predetermination and appointment are complete and submitted IAW guidance provided by the Department of the Army, National Guard Bureau (NGB), and other applicable guidelines.
- (7) Facilitating Officer transfers into the State and from Active Duty.
- (8) Ensuring that Officer vacancies are visible within the Automated Vacancy Information System (AUVS).
- (9) Coordinating with the Officer Personnel Section to develop and provide statistical data on Specialty Officer Recruiting to the Recruiting and Retention Battalion (RRB).
- (10) Utilizing the Automated Recruiter Information Support System (ARISS) IAW prescribed guidance from the RRC.
- (11) Establishing and maintaining all Order of Merit Lists (OML) for Soldiers who have completed the predetermination process but do not have a vacancy to occupy.
- (12) Performing additional duties as determined by the RRC.

This position is in Joint Force Headquarters HIARNG, with an attachment to the Hawaii Recruiting and Retention Battalion.

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**SELECTING SUPERVISOR:**

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**CONTACT INFO:**

SFC Bradford F. Rivera  
(Com) 808-672-1755  
(Email) bradford.f.rivera.mil@army.mil

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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.