

VERMONT ARMY NATIONAL GUARD AGR VACANCY

Announcement Number:	MVA-AR-24-16
Position Title:	State Command Sergeant Major
Date of Announcement:	11 January 2024
Closing Date:	15 March 2024
Duty Location & Unit:	Joint Force Headquarters, VTARNG 789 Vermont National Guard Road, Colchester, VT 05446
Grade, MOS, Para/Lin, Pos:	CSM/E9 00Z6O Para/Lin 001/02 Position# 03230972
Period of Tour:	Initial Tour is a 3-year OTOT/AGR. Subsequent tours are subject to recommendation by The Adjutant General pursuant to NGR 600-5.
Selecting Official:	MG Gregory C. Knight (The Adjutant General)
Human Resources Office Point of Contact:	SPC Alexis Nadeau, alexis.s.nadeau.mil@army.mil , 802-338-3143
Area of Consideration:	All current members of the Vermont Army National Guard who meet the eligibility requirements listed below. Must hold the rank/grade of CSM/E-9.
PCS Authorized:	YES (As determined advantageous to the government IAW applicable regulations)

Eligibility Requirements:

- Applicants must have a current PHA and must not be MRC3 or MRC4 or on a temporary profile with the exception of those applicants who are on a pregnancy/postpartum profile.
- Applicants for this position must be Worldwide Deployable.
- In accordance with PPOM 22-023, Execution of Personnel Actions for the Army Combat Fitness Test, para 5h(2), individuals applying for AGR status will require a passing ACFT within 6 months prior to their packet submission.
- Selecting Official will ensure applicants are screened for height/weight prior to the interview board and those not in compliance with AR 600-9, Army Directive 2023-11 (Army Body Fat Assessment for the Army Body Composition Program), and ALARACT 046/2023 (Notification of New Army Body Fat Assessment for the Army Body Compensation Program) or Army Directive 2023-08 (Army Body Fat Assessment Exemption for Army Combat Fitness Test Score) will not be considered. Soldiers with a valid pregnancy profile are exempt from this requirement.
- Applicants must currently hold the rank/grade of CSM/E-9.
- IAW NGR 600-200 and AR 600-8-19, CSM positions in a headquarters commanded by General Officers are nominative. These positions will be filled from current Soldiers in the CSM Program. Available CSMs will be considered for reassignment before seeking a Soldier not in the CSM program. Being in the CSM Program is defined as a current or previous CSM or an E8/E9 that has been nominated and HQDA-Selected for CSM within the last 18 months.
- Must have prior CSM experience.
- Must possess or be eligible for a Government Issue Travel Card.
- Must possess a valid state driver's license and be able to operate military vehicles and equipment.
- Have basic knowledge of computer skills and Microsoft Office applications.
- Applicants who are flagged for any reason will not be considered for AGR tours.
- Frequent travel, both CONUS and OCONUS, is required.
- Must complete DLC 6 and the Nominative Leader Course (NLC) within 12 months of selection.
- **The anticipated start date is 01 October 2024.**
- **Applicants who are flagged, or should be flagged, for any reason will not be considered for AGR/OTOT tours.**

Duties and Responsibilities:

- Serves as the principal enlisted advisor and provides support to The Adjutant General (TAG), and commanders of federally recognized Army National Guard (ARNG) and Air National Guard (ANG) forces within the Vermont National Guard.
- Advises The Adjutant General on all enlisted matters pertaining to the Army and Air National Guard. Provides expert guidance on the impact of current and proposed changes and issues concerning the Enlisted Branch of the Vermont National Guard.
- Provides advice to the senior leaders and state-level staff in the Vermont National Guard on all enlisted matters pertaining to the Army and Air National Guard.
- Acts as the liaison between the Enlisted Branch and The Adjutant General (TAG). Ensures the enlisted force has a clear knowledge, understanding, and the tools needed to execute TAG priorities.

- Be a critical thinker and comfortable operating at the strategic level, comprehend strategy, astutely manages complexity, and anticipates transitions within operations, and masters the joint, interagency, intergovernmental, multinational (JIIM) environment.
- Be able to communicate effectively to both military and non-military organizations. Must be an excellent communicator, both verbally and in writing, understanding how to translate information from echelons above the organization to the enlisted force of the organization. Written communication is imperative to the success of the Sergeant Major at this level. Must be comfortable speaking to large groups of people inside and outside the organization while communicating the strategic message.
- Directs, advises, and coordinates with enlisted organizations, councils, groups, etc., and their representatives to teach/train all National Guard Service Members. Provides guidance and mentorship to VTNG NCOs and enlisted personnel.
- Provides guidance on Noncommissioned Officer Professional Development System (NCOPDS) and Noncommissioned Officer Development Program (NCODP) for both Army and Air enlisted personnel.
- Maintain oversight of the Enlisted Promotion System.
- As a Senior Enlisted Leader, must understand and affect the readiness of both large and small units, develop methods to improve readiness, be able to identify problems and how to solve them, create efficiencies, and streamline processes. Must understand how to recognize trends that lead to indiscipline and to positively affect those trends.
- Be an expert in their traditional roles to include Army/Air organizational history, tradition, customs and courtesies, drill and ceremonies and standards.
- Must be the lens of ethical behavior, be morally and ethically sound in all they do, and subscribe to and live by the Army Values.
- Possess emotional stability, social intelligence, and empathy.
- Be the standard bearer in all things, including fitness and appearance. Responsible for carrying out policies and setting the standard for performance, training, and conduct of personnel. Acts as a mentor, counselor, advisor, sounding board and truth sayer for enlisted personnel and The Adjutant General (TAG).
- **PERFORMS OTHER DUTIES AS ASSIGNED.**

Instructions for Applying:

- Interested applicants will submit documents on the attached Title 32 AGR Application Checklist.
- Applications without all required supporting documents will not be considered.
- **Only emailed applications will be accepted. Email application as a single PDF File to ng.vt.vtarng.list.hro-army-agr@army.mil**

**** This position is also being advertised to Army Military Technicians and E-9 Air National Guard personnel. ****

Equal Employment Opportunity: The policy of the National Guard is to treat all applicants equally without regard to race, color, gender, religion, national origin, age, sex or sexual orientation or non-disqualifying handicap. The National Guard is committed to develop and implement a diversity program that is consistent with equal employment opportunity and with the “Human Goals” of the Department of Defense.

TITLE 32 AGR LATERAL APPLICATION CHECKLIST
****INCOMPLETE APPLICATION MAY NOT BE ACCEPTED****

NAME (Last, First): _____ **Rank:** _____ **SSN:** _____

Contact Phone #: _____ **Email:** _____

Mailing Address: _____

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial each line)

1. _____ Letter of Interest or NGB Form 34-1 if not in the AGR program.
2. _____ All DD 214s for all periods of active service. DD 214 copies must include bottom portion that identifies Separation Code. Include any DD 215s and DD 220s as applicable.
3. _____ NGB Form 23B, Army National Guard Retirement Points History Statement (If a member of the National Guard, otherwise submit DD Form 1506).
4. _____ Individual Medical Readiness (IMR) Report from MEDPROS reflecting last Physical Health Assessment (PHA) within 15 months. Report must show worldwide deploy ability and has no duty limitations. Also submit all copies of current temporary and permanent profiles with IMR. (Note: Do NOT submit copy of PHA with application)
5. _____ Current Certified Enlisted Record Brief (ERB).
6. _____ Individual Training Record (ITR) from Digital Training Management System (DTMS) showing latest ACFT and height/weight data.
7. _____ Copy of last five NCOERS.
8. _____ Current AGR Soldiers applying need to include a memorandum from full time chain of command acknowledging your application.
9. _____ Memorandum of explanation for missing documentation (if applicable).
10. _____ Letters of recommendation. It is optional and highly recommended for applicants to submit any Letters of Recommendation for the position.
11. _____ Biography. Example attached.

BIOGRAPHICAL SKETCH

Name (last, first, MI):

Date:

DODID:

Primary MOS:

Secondary MOS:

Present rank:

Date of grade:

Years of active service and BASD:

Total years of service and PEBD:

Date of birth: Place of birth:

Marital status:

Home address:

Home telephone number:

Business telephone number:

Civilian education:

Military education:

Decorations, awards, and citations (spelled out in order of precedence):

Civilian affiliations:

Significant experience (include duty status and primary civilian occupation or AGR):

(Do not type the following on the sketch)

1. Limit to 2 pages on standard 8 ½" x 11" white paper using a standard courier, pica, or elite font.
2. If pursuing a degree, list major and minor, institution, and date projected for completion.
3. List only completed training course. Do not list single subcourses under military education.
4. Include civilian affiliations, professional, educational and military societies and organizations, and civilian activities such as fraternal, social and service organizations.
5. In significant experience, list military duty assignments and civilian positions from most recent to oldest.
6. Do not include a narrative biography, objectives, or abbreviations.
7. Type entries in regular print. Do not use all capitals, italics, bold fonts, special characters, jargon, or any other gimmicks designed to draw special attention to specific entries on this document. List accurate information that is clear and concise.