

**TITLE 10 AGR ONE TIME OCCASIONAL TOUR
BILATERAL AFFAIRS OFFICER (BAO)
TOUR ANNOUNCEMENT**

OPEN TO ALL VT ARMY NATIONAL GUARD CPT-MAJ

THIS TOUR IS TITLE 10, AGR, ONE-TIME OCCASIONAL TOUR (OTOT)

- 1. POSITION AVAILABLE:** BILATERAL AFFAIRS OFFICER (BAO) – (Senegal)
- 2. TOUR LOCATION:** OFFICE of SECURITY COOPERATION, US EMBASSY, (Dakar, Senegal)
- 3. PROJECTED START DATE: 02 JUL 2023 (OTOT) / 01 JAN 2023 (ADOS in Vermont)**
- 4. CLOSING DATE: 15 AUG 2022**
- 5. TOUR LENGTH:** This is a two year temporary accompanied tour with a PCS move. Tour may be extended for twelve (12) additional months with combatant command (CCMD) and TAG approval in accordance with the Memorandum of Agreement (MOA) between The National Guard Bureau and AFRICOM.
- 6. MINIMUM GRADE: O-3 thru MAXIMUM GRADE: O-4**
- 7. BRANCH: Army MOS: Branch Immaterial**
- 8. PERSONNEL ELIGIBLE TO APPLY:**
 - a. All members of the VT Army National Guard
 - b. Open to traditional Guardsmen, Military Technicians, and Title 32 AGRs. Individuals will revert to original status upon end-of-tour release.
 - c. This position is subject to the availability of funds and authorization for a service component compatible position.
- 9. SELECTING SUPERVISOR:** COL Tracey Poirier, Director of Joint Staff, VTNG
- 10. MILITARY STATUS:** Title 10, AGR, One Time Occasional Tour (OTOT)
- 11. APPLICANT MUST,** at a minimum, submit documents referenced in **attachments A and B** to this announcement and meet all applicable criteria below:

Applicants will be screened in a manner that provides reasonable certainty that the member is of good character, well-motivated and an appropriate representative of the National Guard in duties subject to high profile scrutiny by Foreign Nationals, civilian, and military.
- 12. Unique Requirements and conditions of Active Duty tours:**

Standards of Conduct: National Guard members participating in this program are required to comply with state laws and with DoD 5500.7-R, The Joint Ethics Regulation (JER). They are required to uphold the highest standards of conduct and personal appearance.
- 13.** Outside employment, associations and off duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies.
- 14. Tour Description:** The Bilateral Affairs Officer is a member of the Office of Security Cooperation (OSC) team in the US Embassy, Senegal. Service Member's (SM) duties encompass the core of the planning, and coordination of schedules and execution of Traveling Contact Teams (TCTs), Familiarization Visits (FAMs), and other events. The OSC represents the United States (CCMD) and is responsible for coordinating Security Assistance (SA) activities and Security Cooperation programs with Senegalese Ministry of Defense. One of these programs includes the State Partnership Program with the VT National Guard. Duties of the BAO include:
 - a. Responsible for planning and coordinating State Partnership Program (SPP) and other Title-10 Military-to-Military (M2M) events.

- b. Develop Event Concept Sheets.
- c. Supports U.S. Military personnel performing such events in Host Nation.
- d. Principle POC and coordinates logistics requirement for all TCTs, FAMs and Special Events.
- e. Maintain event database schedule of planned events as required.
- f. Assists in the development of OSC plans.
- g. Manages continuing response/progression to Host Nation requirements.
- h. Conducts coordination with Host Nation Points of Contact (POCs) for FAMs.
- i. Ensure that requirements for follow-up actions are completed upon the conclusion of each event to include the receipt of formal After Action Reports (AARs) and updating of historical records.
- j. Recommends and assists in the development of follow-on events.
- k. Maintains communication with the AFRICOM Regional Program Manager (Desk Officers), USARAF service component (POCs), and the State Partner's SPP Director at NGVT-JFHQ.
- l. Coordinates and supervises Foreign Service National (FSN) employee activities at the OSC as required.
- m. Coordinates activities with the Host Nation Liaison Officer.
- n. Coordinates procurement of Visas for Host Nation nationals with required embassies for conduct of business, if required.
- o. Assists and advises on Foreign Clearance Requirements for US personnel coming to the host country for events.
- p. Additional duties as directed by the Chief of the Office of Security Cooperation.
- q. Coordinates with NG J5 to facilitate support of Security Cooperation objectives.
- r. Provides situational awareness of Senegal's political military and economic environment to NG chain of command ISO NG objectives.

15. Qualifications

Minimum Qualifications:

- a. Meet OCONUS standards for tour.
- b. Must have current Secret clearance with the ability to obtain Top Secret clearance.
- c. Civilian Education: Bachelor's degree required Masters preferred.
- d. Professional Military Education: Completion of Captains Course.
- e. Strong verbal/written communication and interpersonal skills.
- f. Must meet service specific physical fitness, height, and weight standards.
- g. Eligibility and retention requirements met to assume this Title 10, AGR, OTOT.
- h. T10, AGR, OTOT, is not considered initial entry into the AGR Program.
- i. Must not be able to reach sanctuary upon completion of Title 10 tour (not waiver-able).

Preferred Qualifications:

- a. Experience working in support of the State Partnership Program or with foreign militaries in an advisory or training capacity.
- b. Served as commander of a company/squadron level or above OR staff officer at the group/BN level.
- c. Military or civilian experience working in a foreign country.
- d. Civilian degrees in International Affairs, World History, Languages, Political Science, Foreign Policy studies, International Economics, Sociology or similar studies.
- e. Proficiency in a foreign language or a willingness and aptitude to develop language skills in SPP partner country language.
- f. Completion of ILE (Commensurate with grade).
- g. Minimum three (3) years of experience in the VT National Guard.

16. Applicants must forward the forms listed below to arrive at the address below no later than 1600 hours on the closing date indicated above. Applications may be submitted by mail to the below address. Failure to submit all required documentation at this time will disqualify the application from consideration.

17. Selected officer must complete a series of online and resident courses provided by the Defense Security Cooperation Agency and the U.S. State Department. The incoming BAO will be afforded approximately 6 months of ADOS orders at home station to complete these requirements prior to reporting to the embassy in Dakar.

18. SUBMIT COMPLETE APPLICATION by the closing date to SSG Nathan Brimmer nathan.m.brimmer.mil@army.mil or mail to
Human Resources Office, Attention: AGR Management
Green Mountain Armory Rm 234
Colchester, VT 05446

19. Questions may be directed to:

MAJ Patrick Enriquez J3 - Security Cooperation
Security Cooperation Director (Macedonia, Senegal, Austria)
Green Mountain Armory, Camp Johnson,
Colchester, VT 05446
Work: 802-338-3427
DSN 636-3427
Email: patrick.e.enriquez.mil@army.mil

20. Equal Opportunity: All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. Pre-selection is not only counter-productive to effective recruitment and placement but also violates National Guard merit placement principles and will not be tolerated.

Application for this tour signifies agreement to the following statement, in accordance with Title 18 USC 1001: "I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete, and made in good faith. I understand that false or fraudulent information on or attached to this application may be

grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated.”

Attachment A (required items for the packet)

The following are required documents to be turned in with your application:

1. A cover letter explaining why you are qualified for this position, and how you will add value to the VT State Partnership Program team as well as the US embassy team.
2. Letter of recommendation by SQ/BN Commander or above.
3. Current Officer Record Brief (ORB).
4. Current resume and/or Military Biographical sketch.
5. Promotion order to current rank.
6. Last 3 OERs.
7. Copy of latest DD 214. (if applicable).
8. Current active SECRET clearance validated with letter from security manager.
9. Periodic Health Assessment (PHA) within 12 months.
10. Current Annual Retirement Points Accounting Statement.
11. Civilian education transcripts.
12. “Certified True Copy” of last record APFT (M-Day) or record ACFT (AGR).
13. Current DA photo in Class A uniform or ASU.

Attachment B (commander endorsement template)

Unit Letterhead

Date _____

MEMORANDUM FOR The Adjutant General, VT National Guard

THRU J3, VTNG

SUBJECT: Letter of Recommendation for Last Name, First, Middle Initial, Last 4 of SSN

1. The above named Officer is an active drilling member of _____ and has been for ___ years. I recommend this individual be considered for a position with the VT National Guard.
2. I acknowledge that the following statements and information are true and accurate prior to placement on Active orders:
 - a. SM upholds the highest standards of conduct, personal appearance, and does not currently have any adverse or flagging actions.
 - b. This Service member is in compliance with AR 600-9/AFI 10-248, Weight and Body Fat Management Program.
 - c. This Service member has passed a current physical fitness test with a passing score.
 - d. This Service member has met physical qualifications in accordance with AR 40-501, Standards of Medical Fitness and Supplement 2, Medical Examinations & Standards prior to tour start date. Applicants must be medically certified, drug free, be tested negative for Human Immunodeficiency Virus (HIV) within 2 years of application date.
 - e. This Service member is in a “DEPLOYABLE” status. The member does not have any medical flags, or temporary or permanent profiles that would prevent successful completion of a retention/periodic physical.
 - f. I am aware that the Service member will be serving as a BILATERAL AFFAIRS OFFICER (BAO) – Senegal only upon receiving my recommendation and endorsement. I am aware that at any time, if the Service member fails to maintain the above requirements, I may withdraw my recommendation for employment.
3. The point of contact for this memorandum is the undersigned. I may be reached at (Phone).

Officer's Commander
SIGNATURE
BLOCK