

VERMONT ARMY NATIONAL GUARD ARMY AGR VACANCY

Announcement Number:	MVA-AR-23-03
Position Title:	TIOPC Instructor
Date of Announcement:	09 November 2022
Closing Date:	09 December 2022
Duty Location & Unit:	3 rd BN (IO), 124 th Regiment (RTI) 161 University Drive Northfield, VT 05663 (W8F1A3)
Grade, MOS & Para/lin:	SSG / E6 003D/25 00F38
Period of Tour:	Minimum of two years for voluntary reassignment. Tour is subject to VTARNG Stabilization Policy Memorandum
Selecting Official:	MAJ Nathan Haag; 3-124 th RTI AO, nathan.w.haag.mil@army.mil
Human Resources Office Point of Contact and Address:	SSG Nathan Brimmer; 802-338-3346, nathan.m.brimmer.mil@army.mil 789 Vermont National Guard Road Green Mountain Armory; Room 234 Colchester, Vermont 05446-3099
Area of Consideration:	All Members of The Vermont Army National Guard and All Those Eligible To Become Members. Applicants must currently hold the rank of SSG/E6-SFC/E7. Soldiers holding the rank of SFC/E7 must accept an administrative reduction to SSG/E6 if selected.
PCS Authorized:	YES (As determined advantageous to the government IAW applicable regulations)

Eligibility Requirements:

- To qualify for subsequent continuation in the AGR program, applicants must meet the eligibility requirements IAW NGR 600-5 and AR 135-18 Table 2-4. This includes a current, passing APFT/ACFT and Height/Weight as of the closing date of this advertisement.
- Applicants must have a current PHA and must not be MRC3 or MRC4.
- Applicants for this position must be Worldwide Deployable.
- Will consider the following CMF/MOS: 11, 12, 13, 17C, 17E, 18, 19, 25B, 25D, 25E, 25V, 35F, 35L, 37, 38 & 46.
- Soldier accepting position must be ASI "P4" and Instructor "8" qualified or capable of becoming qualified within 12 months and possess a SECRET security clearance.
- **Applicants who are flagged, or should be flagged, for any reason will not be considered for AGR tours.**

Duties and Responsibilities:

- The primary purpose of this position is as an Instructor for the Tactical Information Operations Planner Course (TIOPC).

The primary duties are as follows:

- Have direct contact with the Soldiers daily and represent the 3rd Battalion (IO), 124th Regiment (RTI) in the presentation of the instruction.
- Administers the training and testing. Responsible for being technically and tactically proficient in the subject matter being taught in TIOPC.
- Have knowledge of learning platforms and technology to include ATRRS, A365 Teams, Blackboard, ALMS, and DCS to efficiently execute courses in both Virtual and Resident environments.
- Maintains and promotes positive relationships with other Information Operations organizations such as Information Operations Proponent, 1st IO Command, TIOGs, and the units seeking training or assistance.

- Responsible for being proficient in facilitating the learning activities of the soldiers by administering, in accordance with the lesson outlines, all training and testing in a professional manner.
- Documenting actions taken when a student has disciplinary, academic, or administrative problems, which affect their performance. The instructor will maintain a record of all counseling sessions.
- Maintain soldier records as outlined in the CMP, the SOP, and TRADOC Regulation 351-18, Appendix A.
- Updating Risk Assessments, conduct safety briefs, as appropriate, prior to training. Take immediate action, correct, and report unsafe conditions within the training facilities.
- Select and prescribe appropriate remedial training and retesting when a soldier does not pass a practical exercise or the end-of-block examination.
- Recommend to the unit chain of command, in accordance with the 3-124th IO BN SOP if it is necessary to drop a student from the course.
- Evaluate the course materials and administration. Provide suggestions/ recommendations to the unit leadership and Information Operations Proponent for improving the course.
- Conduct After-Action-Reviews (AAR's) after each phase of training. Conduct Mid-Course AAR's, and End of Course AAR's/critiques as required by course type. Minimum Standard will be at the end of each phase of training and an End of Course AAR
- Ensure the class visitor folder is present and contains the proper information.

- **PERFORMS OTHER DUTIES AS ASSIGNED.**

Other Requirements:

- Must possess a valid state driver's license and must be able to operate military vehicles, equipment, and office machines within the unit of assignment
- Applicants must have the following PULHES: 222221, Normal Color Vision, Prior to JAN 2002 ASVAB: 95 in CL or JAN 2002- 1 JUL 2004 ASVAB: 92 in CL or After 1 JUL 2004 ASVAB: 90 in CL.
- If not already qualified, applicant must become Instructor Qualified within 12 Months.
- Applicant must become Common Facility Development Instructor Course Train the Trainer certified within 12 Months.
- Applicants will be required to provide a 15-minute presentation on a military topic of their choosing during the interview.
- Applicants must have no record of assault on superior, subordinate, spouse, or child and must not be a military sexual offender.
- **Applicant selected for this position will be stabilized for a period of 36 months IAW NGR 600-200 para 2-22. Applicant must have a minimum of 3 years' time remaining in service upon assignment or extend to meet the requirement.**
- Be a high school graduate or possess the GED equivalent.
- Have no personal habits or character traits that are questionable from a security standpoint, such as financial irresponsibility, foreign holdings or interest, heavy drinking, drug abuse, gambling, emotional instability, and so forth. Concerning alcohol and drug abuse, persons declared rehabilitation successes under the Army Substance Abuse Program (ASAP) may be considered for assignment.
- Possess mature judgment and initiative and display an outstanding military bearing.
- Be fully qualified in the MOS for which instructor duty is desired and have at least 1 year of experience in that MOS.
- Have recently (within 36 months) held a leadership assignment in the MOS of Instruction or as required by the course of instruction.
- Have a demonstrated ability to be an instructor.
- Does not have a speech impediment.
- Hold the rank of SSG or above; however, exceptions will be considered on a case-by-case basis to secure the best-qualified instructors available.
- Be a graduate of the course they will instruct.

Instructions for Applying:

- Interested applicants will submit documents on the attached Title 32 AGR Application Checklist. Please do not submit applications in binders or stapled together.

- Applications without all required supporting documents will not be considered. Applications received after 1600 on the closing date will not be considered. Original packets will not be returned once they are received by the AGR Office.
- US Government postage and envelopes may not be used for submitting applications.
- **Emailed applications will be accepted. Email application as a single PDF File to ng.vt.vtarng.list.hro-army-agr@army.mil**

Miscellaneous:

**Submit Applications (with attached checklist) to:
Human Resources Office
AGR Section, Room 234
789 Vermont National Guard Road
Colchester, VT 05446-3099**

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 APPLICATION CHECKLIST
****INCOMPLETE APPLICATION MAY NOT BE ACCEPTED****

NAME (last, first): _____ **Rank:** _____ **SSN:** _____
Contact Phone #: _____ **Email:** _____
Mailing Address: _____

Current Status: M-DAY / FTNGD-OS (ADOS) / AGR / TECH / AC / USAR (CIRCLE ONE)

PACKET SEQUENCE AND DOCUMENT REQUIREMENTS: (Initial each line)

1. _____ NGB Form 34-1 dated Nov 2013 (20131111) (MUST be complete with signature. Hyperlink: <https://vt.public.ng.mil/Resources/Human-Resources-Full-Time-Jobs/>)
2. _____ Photo copy of Driver's License.
3. _____ All DD 214s for all periods of active service. DD 214 copies must include bottom portion identifies Separation Code.
4. _____ NGB Form 23B Retirement Points History Statement (If a member of the National Guard)
5. _____ 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)**
6. _____ Current Certified Enlisted Record Brief (ERB) with ASVAB scores. If ASVAB scores are not reflected on the ERB, then a copy of one of the following is required in addition to your ERB: DD 1966 or REDD Report showing ASVAB scores and date test was taken.
7. _____ **Submit most current DA 705/5500/5501 IAW Army Directive 2022-05**
8. _____ Copy of last five NCOERS. If newly promoted E5, letters of recommendation are encouraged but not required.
9. _____ Current AGR Soldiers applying need to include a memorandum from full time chain of command acknowledging your application.
10. _____ Memorandum of explanation for missing documentation (if applicable).