

## VERMONT ARMY NATIONAL GUARD ARMY AGR VACANCY

<b>Announcement Number:</b>	MVA-AR-23-13 <b>*NATIONWIDE/RE-ADVERTISED</b>
<b>Position Title:</b>	Recruiting & Retention NCO / 00F30 Or SFC/E7 holding CMF 79
<b>Date of Announcement:</b>	09 November 2022
<b>Closing Date:</b>	29 November 2022
<b>Duty Unit &amp; Location:</b>	Recruiting and Retention Battalion (W91UAA) 789 VTNG Road, Colchester, Vermont 05446 <b>With Duty in Rutland VT</b>
<b>Grade, MOS &amp; Para/lin:</b>	SSG/E6 00F30 008B/04 or SFC/E-7 79T4O Qualified
<b>Period of Tour:</b>	Initial Tour is 3 years. Subsequent tours are subject to recommendation by the Senior Leadership pursuant to NGR 600-5.
<b>Selecting Official:</b>	LTC Robert Burke, (802) 338-3449; <a href="mailto:robert.e.burke64.mil@army.mil">robert.e.burke64.mil@army.mil</a>
<b>Human Resources Office Point of Contact and Address:</b>	SSG Nathan Brimmer, 802-338-3143; <a href="mailto:nathan.m.brimmer.mil@army.mil">nathan.m.brimmer.mil@army.mil</a> 789 Vermont National Guard Road Green Mountain Armory; Room 234 Colchester, Vermont 05446-3099
<b>Area of Consideration:</b>	All current members of the Vermont Army National Guard and those eligible to become members in the rank/grade SPC(P)/E4 to SFC/E7. Applicants in the rank/grade of SFC/E7 must already be CMF 79 Qualified. Applicants in the rank/Grade of SPC/E4 must be graduates of the Basic Leader Course.
<b>PCS Authorized:</b>	YES (As determined advantageous to the government IAW applicable regulations)

### Eligibility Requirements:

- To qualify for initial entry, applicants must meet initial eligibility requirements IAW NGR 600-5 and AR 135-18 Table 2-1. This includes a passing APFT and Height/Weight within 12 months of ad closing date (Current AGR and FTNGD-OS [ADOS] must be within 8 months). Selecting Official will ensure applicants are screened for height/weight prior to the interview board and those not passing will not be considered.
- Before being accessed into the AGR program, Soldiers must successfully complete a physical IAW NGVT-HRO-AGR (2016-01), NGR 600-5 and AR 40-501. Soldiers must be confirmed worldwide deployable (to include austere environments) with no limitations on duty by the AGR office.
- Personnel must be eligible for or possess a "SECRET" Security clearance, upon entry into RRB position
- Applicants must have A minimum score of 110 in aptitude area GT waiverable to 100 and 100 in aptitude area ST in Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002, or a minimum score of 110 in aptitude area "GT" waiverable to 100 and 96 in aptitude area "ST" on ASVAB tests administered on and after 2 January 2002. Applicant must not have a physical profile exceeding 132221.
- Applicants possess or be eligible to possess a "SECRET" Security clearance. If the investigation is unfavorable, action will be taken to remove the individual from this position.
- Applicants must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.
- Applicants must meet Position of Significant Trust (POST) requirements (**See note**).

### Duties and Responsibilities:

- The Full-Time Recruiter is directly responsible to the State RRB for processing new members into the Vermont Army National Guard. Responsible for contacting, interviewing, and advising civilian personnel on enlistment in the Vermont Army National Guard. Ensures operation of equipment by completing preventative maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; maintaining equipment inventories; evaluating new equipment.
- Contacts representatives of schools, public officials, personnel managers, parents of prospective applicants, and others to present the National Guard as an employment ad career opportunity. Presents formal and informal talks on the advantages of the Army National Guard at civic and service organizations and student bodies. Distributes and displays recruiting publicity material. Contacts civic, fraternal, service organizations and educational institutions for the purpose of stimulating interest in the Vermont Army National Guard.

- Contacts, interviews and counsels prospective enlistees. Determines individual qualifications for National Guard membership. Discusses individual goals to include personal aptitude, training opportunities, job satisfaction, advancement, retirement, prestige, and military life occupational.
- Explains National Guard benefits including enlistment bonuses, retirement pay, military and civilian educational opportunities, and similar programs. Evaluates applicant's occupational and educational background in an effort to determine National Guard programs for which the individual qualifies. Responsible for conducting all phases of the enlistment process for National Guard
- Must maintain compliance with applicable strength maintenance regulations, policies, procedures, and State guidance.
- Advises and assists unit commander(s) in assigned areas in developing and implementing an effective strength maintenance program, to include action plans for major training activities, unit events, classes, and seminars. During mobilization and as otherwise required assists commander(s) in the design, development, and implementation of a Family Assistance Center. Conducts retention interviews as required
- Conducts telephone prospecting, area canvassing and other lead generation activities.
- Able to multitask at a high level.
- Attend and participate in meetings as required.
- **PERFORMS OTHER DUTIES AS ASSIGNED.**

#### **Other Requirements:**

- Selected individual must become SQI 4 qualified within 6 months of start date.
- Applicants who are currently AGR may apply without advertised MOS, but must become qualified within 6 months.
- 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.
- Excellent verbal and written communication skills.
- Must meet State and Federal Suitability Screening requirements. (**See note**)
- **Applicants who are flagged for any reason will not be considered for AGR tours or lateral transfer.**

#### **Instructions for Applying:**

- **Emailed applications will be accepted, email documents to the AGR Personnel Specialist at [nathan.m.brimmer.mil@army.mil](mailto:nathan.m.brimmer.mil@army.mil)**
- **Email Application as a single PDF Document**
- Interested applicants will submit documents on the attached checklist 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.
- The Selecting Official will establish selection board dates and notify applicants of the time and locations.

**Note:** Applicants applying for **positions requiring State and Federal Level Suitability Screening (formerly known as POSTA)** positions must meet all the requirements listed prior to becoming eligible for lateral transfer to the position. After State Level Checks have been returned with favorable results, applicants can be laterally transferred. Soldiers will be counseled and will remain in a temporary status until Federal Level Screening results have been returned favorably. Soldier must remain in good standing

- **Must not have a Type I Offense (See Army Directive 2018-16 \*Soldiers who are disqualified because of adverse information of a Type I offense may not appeal the disqualification. A Type I offense that does not result in a criminal conviction or a finding of guilty in a field grade Article 15 UCMJ proceeding will be treated as a Type II offense)**
- **Applicants who are found to have unfavorable results for a Type II or Type III offense must have an approved appeal from the appropriate appeal authority before permanent assignment to the selected position (Type II Appeal Authority is the Deputy Director ARNG; Type III Appeal Authority is TAG)**
- **Must complete a HRR Form 600 (Recruiting and Training Cadre Suitability Questionnaire)**
- **Must have an Army Physical Profile Serial System code of "1" for psychiatric and no indication of derogatory information**
- **Must be able to produce a favorable National Agency Check with Law and Credit (NACLC) with Tier 3 or higher background investigation**
- Must not be listed on the National Sex Offender Public Website.
- Must have favorable Results from NGB Level Checks:
  - Department of Army Inspector General (DAIG)

- Criminal Investigation Division (CID)
- Office of Military Personnel File Review
- Army Substance Abuse Program

If NGB level results return with unfavorable results **or a requested appeal is not approved the Soldier** will not remain in the selected position. HRO will be notified and COA's will be determined.

**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/Portals/19/Forms/ngb34\\_1.pdf](https://vt.public.ng.mil/Portals/19/Forms/ngb34_1.pdf))
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. (Service-2 Copy)
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 deployable 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 recent DA 705/5500/5501 IAW Army Directive 2022-06**
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).