

VERMONT ARMY NATIONAL GUARD ARMY LATERAL AGR VACANCY

Announcement Number:	MVA-AR-20-32
Position Title:	Small Group Instructor/TIOPC 00F30
Date of Announcement:	16 September 2020
Closing Date:	16 October 2020
Duty Location & Unit:	3-124 th IO BN 124 th Regiment (RTI) 161 University Drive, Northfield, VT 05663
Grade, MOS & Para/lin:	SSG / E6 00F30 003D/06 CMF/MOS: 11, 12B, 13, 17, 18, 19, 25D, 25V, 31, 35, 37, 38 & 46.
Period of Tour:	Minimum of three years for voluntary reassignment. Tour is subject to VTARNG Stabilization Policy Memorandum 2020-03.
Selecting Official:	MAJ Therese Farrell; 802-485-1936; therese.k.farrell.mil@mail.mil
Human Resources Office Point of Contact and Address:	SSG Nathan Brimmer, (802) 338-3146; nathan.m.brimmer.mil@mail.mil 789 Vermont National Guard Road, Green Mountain Armory; Room 234 Colchester, Vermont 05446-3099
Area of Consideration:	*All members of the VTARNG and those eligible to become members* Applicants must currently hold the rank of E-5 through E-7. If Selected, Applicants in the grade of E-7 must accept administrative reduction to E-6
PCS Authorized:	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 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.
- Will consider the following CMF/MOS: 11, 12B, 13, 17, 18, 19, 25D, 25V, 31, 35, 37, 38 & 46. Soldier accepting this position must become ASI "P4" and Instructor "8" qualified within one year of assignment and must be able to receive a SECRET clearance.

Duties and Responsibilities:

- The primary purpose of this position is to serve as a Tactical Branch instructor for 3-124th IO BN.
- Serves as a Small Group Instruction within the Tactical Branch instructing/facilitating the Tactical Information Operations Planners Course (TIOPC). Conducts the planning, development, preparation, direction and management of TIOPC. Travel is required and sixteen days per month can be expected
- Maintains records and files both current and historical on instructors and students. Manages and maintains the unit database. Acts as point of contact for units and users. Resolves user problems on system usage, consults supervisor for decisions on complex user problems. Performs quality assurance checks on the database to ensure validity and accuracy.
- Documents training education curriculum requirements in the training development systems, resulting in products usable within Training Requirements and Analysis Systems (TRAS), this includes Individual Training Plans (ITP), Course Administrative Data (CAD), Program of Instruction (POI) and the Army Training Requirements and Resource System (ATTRS) IOT accurately and timely manage the institution's ARPRINT.
- Manages the 3rd Battalion Quality Assurance (QA) program to include; supervise and assist with self-assessments in preparation for accreditation. Assist Training NCO/Officer with DTMS and YTC/METL development.
- Attends all unit training assemblies, additional training assemblies and AT periods. Provides assistance and guidance in the preparation for and execution of unit training and mobilization readiness related activities. Must attend all required schools, courses, and events that support unit activities. May be required to perform duties in the support of the Recruiting and Retention Program.
- **PERFORMS OTHER DUTIES AS ASSIGNED.**

Other Requirements:

- Applicants must currently hold the rank of E6 – E7. Soldiers holding the rank of E7 must accept an administrative reduction to E6.
- Must agree to 3 year tour stabilization if accepted for this position.
- 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 who are flagged, or should be flagged, for any reason will not be considered for AGR tours.**

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 to nathan.m.brimmer.mil@mail.mil as one PDF Document.**

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: http://www.ngbpd.c.ngb.army.mil/forms/ngbf34_1.htm)
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 deployability 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. _____ DA Form 705 (APFT). Must be within 8 months if AGR or FTNGD-OS (ADOS), or within one (1) year if M-day IAW AR 350-1. If applicable, submit DA Form 5500-R/5501-R.
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).