

ON-BOARD AGRs ONLY

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
219 WEST HOFFMAN STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (667) 296-3498

POSITION VACANCY ANNOUNCEMENT 24-040a

Open Date: 14 March 2024 Close Date: 29 March 2024

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: GROUP SENIOR ENLISTED LEADER

HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: CMSgt/E9

UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: CMSgt/E9

ORGANIZATION/LOCATION: 175th Cyberspace Operations Group, MDANG, 2701 Eastern Boulevard, Middle River, Maryland 21220-2801

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee

WHO MAY APPLY: OPEN TO CURRENT ON-BOARD AGR MEMBERS OF THE MARYLAND AIR NATIONAL GUARD ONLY

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and are not able to move AGR asset.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

BRIEF OF DUTIES AND RESPONSIBILITIES

The Group Superintendent provides leadership and management in organizing, equipping, and training assigned personnel in subordinate squadrons to support the Air and Space Expeditionary Force construct. Manages and directs personnel resource activities. Interprets and enforces policies and applicable directives. Establishes control procedures to meet mission goals and standards. Recommends or initiates actions to improve organizational operation efficiency. Resolves issues between subordinate squadrons, other groups, wing staff, and outside agencies.

AFSC

AFSC: 9G100 Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program and the Air Force Enlisted Classification Directory (AFECD) 30 APR 2023. **Knowledge:** Knowledge is mandatory of: personnel policies and procedures; preparing and maintaining records; assignment, promotion, customer service, quality force, personnel readiness, PERSCO and deployment/mobilization procedures; interviewing and counseling techniques; policies and procedures relating to administrative communications, correspondence, messages, and general office management; overall organizational structure and its interrelationship with the mission; terminology and procedures employed within functional areas assigned; policies, programs, and procedures of agencies administering and providing benefits to military personnel, retirees, and family members; PDS capabilities and applications; occupational survey procedures; benefit programs; and principles, policies, and concepts of personnel management. **Education:** For entry into this specialty, completion of high school with courses in English composition and speech is desirable. **Training:** Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*. Must maintain eligibility to access personnel data systems.

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 3 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.
6. Must currently have or be able to obtain **TS/SCI clearance**.
7. Must pass or currently possess a Counter Intelligence Polygraph.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS WILL NOT BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW

- ☐ NGB Form **34-1 Application for Active Guard Reserve (AGR) Position**, **DATED 20131111**, Signed, dated and annotated with Vacancy Announcement Number.
- ☐ Military Personnel **Report of Individual Person (RIP) Attached, or Virtual MPF Inquiry Will Suffice.**
- ☐ AGR Profile Verification Statement (**fourth page of this announcement**).
- ☐ Most Recent Air Force Fitness Management System (AFFMSII)
- ☐ Letters of Recommendation, Cover Letter, Resume and other attachments are permitted, but are not mandatory.
- ☐ All DD214s or NGB 22
- ☐ Completed Questionnaire (**below**)

For Positions Advertised to "Current On-Board AGR Applicants Only":

- ☐ **Current On-Board AGR** member, you must submit Commander Memorandum of Authorization with your application.

Questionnaire:

Y / N

- ☐ ☐ Are you currently a Maryland Air National Guard Member? If not, What state?
- ☐ ☐ Are you currently AGR? If so, what State?
- ☐ ☐ Are you currently a Technician? If so, what State?
- ☐ ☐ Are you currently deployed? If so, what location?
- ☐ ☐ Are you currently on ADOS? If so, with who? & what is the ending date?
- ☐ ☐ Are you currently in a "fenced" position?

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**):

Email:

Phone:

FORWARD APPLICATIONS AND ATTACHMENTS VIA EMAIL TO: 175.WG.HRO.AGR.PROGRAM.Org@us.af.mil
SUBMIT ONE PDF DOCUMENT TITLED: 24-040a LAST NAME- GROUP SENIOR ENLISTED LEADER

ALL APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY! NO EXCEPTIONS.
Applications must be received in the HRO office, by 1700 on the closing date. Applications received after the closing date WILL NOT BE CONSIDERED.

Human Resources Office
ATTN: NGMD-HRO-AGR-AIR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288

**AGR VACANCY APPLICATION
PROFILE VERIFICATION STATEMENT**

NAME

ANNOUNCEMENT #

A. FITNESS PROGRAM TEST VERIFICATION

MEMBER MEETS STANDARDS IN ACCORDANCE WITH AFI 36-2905

☐ YES ☐ NO

*Signature/Rank/Title Verifying Official

*Current supervisor, commander, or designated WMP Monitor

B. APTITUDE SCORES

Mech: Admin: Gen: Elect:

**Signature/Rank/Title Verifying Official

**Current supervisor, commander, or Customer Service Representative

C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT

P U L H E S X Factor Dated

MEMBER ☐ IS ☐ IS NOT QUALIFIED FOR WORLD WIDE SERVICE

**Signature/Rank/Title Medical Certifier

ATTACH TO NGB FORM 34-1

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION