

HUMAN RESOURCES OFFICE
 MARYLAND NATIONAL GUARD
 29TH DIVISION STREET
 BALTIMORE, MARYLAND 21201-2288
 TELEPHONE: (410) 576-6175

POSITION VACANCY ANNOUNCEMENT #20-062

OPENING DATE: 5 March 2020 CLOSING DATE: 3 April 2020

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

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: TRAINING NCO (CMF 18 SERIES)

HIGHEST GRADE AUTHORIZED: SSG/E6

ORGANIZATION AND LOCATION: Company B, 2nd Battalion, 20th Special Forces Group (Airborne), 10901 Notchcliff Road, Glen Arm, Maryland 21057-9998

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

WHO MAY APPLY: OPEN TO ON-BOARD AGR ENLISTED SOLDIERS WHO HAVE COMPLETED A MINIMUM OF 18 MONTHS OF THEIR INITIAL TOUR AND TRADITIONAL SOLDIERS OF THE MARYLAND NATIONAL GUARD ONLY. APPLICANTS MUST BE 18 SERIES QUALIFIED ONLY – 18B, 18C, 18D, 18E).

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"> 1. Must be in a Ready Reserve status. 2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55th birthday. 3. Must not be under current suspension of favorable personnel actions. 4. Must not be entitled to receive Federal military retired or retainer pay. 5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD. 6. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour. 7. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18. 2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry. 3. Must not be pregnant per AR 40-501 and AR 600-110. 4. Must meet the body composition standards prescribed in AR 600-9. 5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry. 6. Must be able to complete the Military Education requirements commensurate with the military grade. 7. Enlisted Soldiers in grades E6 and above must possess the required grade, MOS and skill level required by AGR duty position (except for detailed recruiting positions) per AR 135-18, Table 2-1(F) 2a: SSG and above not MOSQ may apply, (unless job stipulates otherwise),but must take a reduction to SGT and submit a memo with their application stating they are willing to take a grade reduction to SGT. 8. Must be eligible for reenlistment or extension per NGB-ARH Policy #09-26. 	<ol style="list-style-type: none"> 1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18. 2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months. 3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5. 4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide. 5. Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18 months stabilization rule through their current Command to be approved by the Chief of Staff (CoS). 6. Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet. 7. A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement.

PARA 303 LIN 03 UIC-PRN WTPDB0-341

DESCRIPTION OF DUTIES: Serves as Unit Training NCO. Responsible for planning, preparation, resourcing, and executing all Individual Duty Training (IDT), Annual Training (AT), and all other Special Forces related training. Drafts training schedules for approval which comply with command guidance, directives and publications of higher headquarters. Conducts preparatory visits as necessary to ensure availability and procurement of training areas, ranges, and other facilities required by the unit. Maintains the training library and all records, along with related training equipment and aids. Reasonable for Unit alert roster, alert coordination, and unit certification program and maintains unit certification database (DTMS, RCAS, etc.). Manage the unit medical and dental records, monitor and request required physical examinations. Secondary unit physical security manager. Manages unit Army Substance Abuse Program (ASAP) and Unit Prevention Leader (UPL) programs. Additional duty includes DTS administrator and reviewer. Other duties as required by regulation and/or MDARNG regulations. Other duties as assigned by the AGR Operations Warrant, AGR Sr. Operations NCO, unit Commander or Battalion AO. Additional duty as member of SFODA or SFODB. Maintains high standards of physical fitness and appearance and portrays a Soldierly appearance at all times. Completes all other duties as assigned.

QUALIFICATIONS REQUIRED: AOC 18 SERIES Open to all CMF 18 Series MOS qualified Soldiers who possess the following qualifications: Physical demands rating--N/A, a physical profile of 111221, qualifying scores: a minimum score of 110 in aptitude area GT and 100 in aptitude area CO on Armed Services Vocational aptitude Battery (ASVAB) tests administered prior to 2 January 2002, a minimum score of 110 in aptitude area GT and 100 in aptitude area SC on ASVAB tests administered on and after 2 January 2002, a security eligibility of SECRET is required for the initial award and to maintain the MOS, must complete the Special Forces Qualification Course, must meet requirements listed in AR 614-200; must complete Survival Evasion Resistance and Escape Level C (High Risk) training and score a minimum of 1/1 in assigned language or other languages already proficient in prior to being awarded branch or MOS. Applicants must possess potential to perform required duties. Applicant must attend mandatory formal training at the National Guard Professional Education Center (PEC), or MDARNG RNCO 101 is required within their first 12 months in the position. Applicant must have a working knowledge of automated office procedures. **Any soldier more than one grade below the authorized grade on this announcement can apply but a TAG approved waiver is required if selected for the position.**

SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

APPLICATIONS WILL NOT BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW

- NGB Form 34-1, DATED 20131111 completed, signed, dated and annotated job number
- PQR Updated Personnel Qualification Record
- Current copy of Enlisted Record Brief (ERB)/Officer Record Brief (ORB)
- MEDPROS Report of current Periodic Health Assessment (PHA) within 12 months and HIV Test within 24 months
- DA Form 3349 must be submitted for Soldiers with Permanent Profiles
- ASVAB scores (if not reflecting on ERB, submit REDDs report, or Memorandum with new test scores).
- Height/Weight Standards- Current IAW AR 600-9; and provide Tape Test DA Form 5500 (Males), DA Form 5501 (Females). (HT/WT is only valid for 6 months)
- APFT DA Form 705, Current Army Physical Fitness retention standards IAW AR 40-501; not more than 6 months old AGR members and 12 months for traditional members.
- NCOERs/OERs THREE latest and as available for junior Soldier/NCO applicants. (Gaps in rating periods MUST be explained in writing.) Letter of recommendations on individuals not requiring an NCOER/OER.
- Photograph in ASU/ACU (E5 and below Photo must be within the last 24 months.)
DA photo in Class A uniform/ ASU (E6 and above, no more than 5 years old).
- Unit memo verifying no Flagging Actions.
- INITIAL ENTRY ONLY: (BOTH of the following must be submitted)
 - a) NGB Form 23B Retirement Points History Statement
 - b) DD Form 214s. Provide all (Long version copies 2, 4, 7, or 8), DD Form 215 or DD Form 220 (if applicable)
- Completed questionnaire below

Questionnaire:

Y/N

- Are you currently a Maryland Army National Guard Member? _____
- Are you currently AGR? If so, what State? _____
- Are you currently 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? _____

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

Forward application and attachments via **MAIL EMAIL-or- WALK-IN**: Tuesday – Friday 0630 -1700 at the Fifth Regiment Armory Human Resource Office on the 3rd floor Room 26

EMAIL

IF EMAILING, SUBMIT ONE PDF DOCUMENT ENTITLED 20-062 TRAINING NCO TO: ng.md.mdarnq.mbx.mdng-hro-agr@mailmil

MAIL

DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.

Forward application and attachments to: **Human Resources Office**
ATTN: NGMD-HRO-AGR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288

Applications must be received in the HRO not later than close of business on the closing date!
Applications received after the closing date will not be considered.