

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

**POSITION VACANCY ANNOUNCEMENT 25-051a**

Open Date: 15 May 2025      Close Date: 03 June 2025

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

**BRANCH OF SERVICE:** AIR NATIONAL GUARD (ANG)

**POSITION TITLE:** NCOIC, Special Security Office

**HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE:** MSgt/E7

**UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE:** MSgt/E7

**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 MEMBERS OF THE MARYLAND AIR NATIONAL GUARD AND THOSE ELIBILITY FOR MEMBERSHIP (OPEN TO ALL AFSC'S)**

**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 SSO is responsible for the management of all SCI-associated security programs and measures. These measures encompass physical, information, computer, and personnel security. The SSO is also responsible for tracking and administering SCI clearances for all assigned personnel as well as ensuring the physical security of the information managed and SCIF. The SSO serves as the principal advisor to leadership on SCI, physical, computer, information, personnel, and administrative security. Previous or current security experience highly desired. Members must be able to obtain and retain Top Secret/SCI Clearance while in this position. Administers the Information Security Program protecting the 175th Cyberspace Operations Group Enterprise from espionage, terrorism, and threats of unauthorized disclosure and/or compromise of information or material considered vital to Enterprise Mission interests, National Defense and National Security.

Enforces operational, functional, and mission assurance aspects of the program for the 175 COG Information Security and Sensitive Compartmented Information (SCI) Programs. Directs the review of security classification management and declassification policies, standards, and security management guides. Interprets law, DoD and AF regulations, and industry standards to evaluate and ensure the safeguarding of classified information, technology, and sensitive unclassified information. Analyzes and evaluates the classification downgrading, declassification, and destruction programs. Provides final decisions on classification and declassification problem areas, and guides personnel on classification requirements for programs and projects. Advises project engineers, project managers, enterprise mission leads, action officers, and effected operational officers of their responsibility to provide proper classified management guidance and specification requirements. Oversees, directs, monitors, and conducts regulatory and non-regulatory security surveys and inspections to monitor and enforce implementation and oversight of the Information Security Program. Augments Inspector General Teams. Evaluates compliance of activities with security requirements, identifies deficiencies, and ensures corrective action is determined for each deficiency found. Briefs senior enterprise official Is on program requirements and validity of recommendations. Research and provide authoritative replies to information security policy questions related to assigned programs. Analyzes major problems, mission vulnerabilities, security impacts to mission assurance, and convergence difficulties involving one or more security disciplines and provides cost effective, efficient, and productive solutions to ensure mission success. Reviews, analyzes, and

briefs on the results of inquiries and investigations resulting from security violations/incidents, recommending policy changes to prevent recurrences. Resolves major conflicts in policy and program objectives. It has full authority to make independent decisions which directly affect information protection in every function throughout the enterprise.

**AFSC**

**ANY AFSC**

**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. **OPEN TO ALL AFSC'S**
7. **Applicant must have TS/SCI clearance or be able to obtain TS/SCI clearance**
8. **Applicant must pass or currently possess Counterintelligence 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? \_\_\_\_\_
- ☐ 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**): \_\_\_\_\_, \_\_\_\_\_

**FORWARD APPLICATIONS AND ATTACHMENTS VIA EMAIL TO: [175.WG.HRO.AGR.PROGRAM.Org@us.af.mil](mailto:175.WG.HRO.AGR.PROGRAM.Org@us.af.mil)**  
**SUBMIT ONE PDF DOCUMENT ENTITLED: 25-051a (LAST NAME) – SPECIAL SECURITY OFFICER**

**ALL APPLICATIONS MUST BE SUBMITTED DIGITALLY! NO EXCEPTIONS.**  
**Applications must be received in the HRO office, not later than close of business on the closing date. Applications received after the closing date WILL NOT BE CONSIDERED.**

**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