

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

POSITION VACANCY ANNOUNCEMENT 26-004a

Open Date: 11 December 2025

Close Date: 09 January 2026

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

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: EXECUTIVE OFFICER

HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: Lt Col/O5

UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: Lt Col/O5

ORGANIZATION/LOCATION: 175th Wing, MDANG, 2701 Eastern Boulevard, Middle River, Maryland 21220

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 IN THE RANK/GRADE OF CAPT/O3 to LTCOL/O5

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 Executive Officer oversees information management activities for the commander and deputy commander; handles protocol duties as required; implements, directs, and coordinates executive functions, services, and activities; represents the commander in interaction with other agencies of all levels; and is responsible for unit programs and special projects as directed by the commander. Accomplishes staff work, often without precedence, that relieves the Air Commander of all but the most pressing and necessary decision and action policies in relation to base activities. Plans, directs, and/or participates in special Air National Guard and Wing/Enclave initiated studies and projects relating to organization, resource utilization, logistical support, and readiness programs. Acts as an intermediary to solve significant or controversial issues, problems and disagreements that are referred to the Air Commander. Serves as the military liaison between the Wing/Enclave and the civilian National Committee for Employer Support of the Guard and Reserve (NCESGR) representatives. Establishes and maintains liaison with high-ranking public officials, corporate leadership, civic groups, other reserve components, the National Guard Bureau and respective headquarters staff representatives. Serves as the project leader for programs and activities involving several organizations or agencies, which are of significant interest to the Wing/Enclave and public. Provides oversight of the Wing/Enclave History Program, ensuring the timely and accurate capture of significant historical data, and generation of required reports. Prepares oral and written communications using principles, practices, techniques and analytical methods and interpersonal relations practices. Performs other duties as assigned.

AFSC

AFSC: 97E0 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) 31 Oct 25.

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 SECRET clearance.

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): _____, _____

FORDWARD APPLICATIONS AND ATTACHEMENTS VIA EMAIL TO: 175.WG.HRO.AGR.PROGRAM.Org@us.af.mil
SUBMIT ONE PDF DOCUMENT ENTITLED: 26-004a LAST NAME – EXECUTIVE OFFICER

ALL APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY ONE PDF FILE! NO EXCEPTIONS.
Applications must be received 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