

**NEBRASKA NATIONAL GUARD
HUMAN RESOURCES OFFICE
2433 NORTHWEST 24TH STREET
LINCOLN, NEBRASKA 68524**

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-18-012

Closing Date: 13 December 2017

Position Title: BLC – Small Group Leader

Location: 1st BN, 209th RTI, Camp Ashland, NE

Military Grade Range: Minimum SGT/E5(P) - Maximum SSG/E6

Military Requirements: Designated MOS for this position is 00F immaterial. Must be able to meet all requirements listed in 00F duty description, instructor criteria IAW NGR 600-200 and USASMA ICP. Must be a graduate of BLC/WLC. Must hold the rank of SSG or SGT(P) and have ALC completed (ALL PHASES) with skill level 3 leadership experience of a minimum of one year documented on your DD 214, NCOER or ERB and be promotable upon assignment. Must meet the physical fitness standards IAW AR 350-1 and FM 7-22. Must meet and maintain height and weight standards IAW AR 600-9. Must be a graduate of ABIC/FIFIC and SGITC and awarded the instructor ASI "8" or become qualified within 6 months of the start date. Must be able to obtain/maintain a SECRET clearance.

Area of Consideration: All Soldiers of the Nebraska Army National Guard that hold the rank of SGT/E5(P) and above may submit applications for this position. **AGR's within 24 months of initial tour or 18 months of assignment or reassignment of closing date of this announcement requires a stabilization waiver. Stabilization waiver request must be submitted with application by closing date.**

Qualified applicants will be referred to the selecting official in the following order.

Area 1: Lateral Transfers of on-board AGR personnel (SSG/E6, 00F) with skill level 3 leadership as documented on DD 214, NCOER or ERB and completed ABIC/ FIFIC and SGITC or able to become qualified within 6 months.

Area 2: Select Train Educate Promote List (STEP) of on-board AGR CPMOS qualified (SGT/E5, 00F) with ALC complete (ALL PHASES) and skill level 3 leadership as documented on DD 214, NCOER or ERB and completed ABIC/FIFIC and SGITC or able to become qualified within 6 months.

Area 3: N/A (Due to 00F Immaterial position, all MOS's would be eligible in E5 STEP List).

Area 4: All members of the Nebraska Army National Guard currently holding the rank of SGT/E5(P) and above. Must be on STEP List. Must have ALC complete (ALL PHASES) and skill level 3 leadership experience of a minimum of one year documented on your DD 214, NCOER or ERB and completed ABIC/FIFIC and SGITC or able to become qualified within 6 months. This position is SSG/E6 and a reduction to SSG/E6 may be required for any selected applicants above the rank/grade SSG/E6 prior to AGR start date.

General Requirements:

1. Have no personal habits or character traits that are questionable from a security standpoint such as financial irresponsibility, heavy drinking, drug abuse, gambling, emotional instability and so forth. Cannot be flagged or have pending legal actions.
2. Must adhere rigorously to Army standards and as such must be obvious standard bearers of basic skills and physical fitness.
3. Have the ability to speak clearly and accurately in front of a group.
4. Have no record of conviction by special or general court-martial.
5. Have the ability to prioritize workload and time management to meet organizational goals.
6. Must live within commuting distance of Camp Ashland.
7. The ability to display oneself as a role model and mentor.
8. The ability to conduct instruction in a military environment.
9. Cannot be flagged and/or pending any legal actions.

Summary of Duties: Conducts training in the Basic Leader Course (BLC) in accordance with the Course Management Plan (CMP), Program of Instruction (POI), Instructor Certification Program (ICP), and the Unit SOP. Performs duties of Senior Small Group Leader (SSGL) in their absence. Responsible for the training and instruction at a 1:8 ratio of SGL - Student for 10 to 11 classes per year. Performs counseling of students. Advises SSGL on course evaluations and areas of improvement. Evaluates and conducts tests of student performance in technical subjects and leadership development. Counsels and re-trains as necessary. Sets the standards of leadership, training, technical competence, and professionalism of Army NCOs. Provides mentorship for Students. Conducts preparation for class cycles. Instructs and mentors students. Operates vehicles up to 5-ton capacity including 44-passenger bus.

Applications submitted in multiple attachments will not be accepted!

Application Instructions:

Please read the application instructions as there have been changes to the application and process for applying.

!!! IMPORTANT NOTICE!!!

Applications will be screened after the job closing date, not prior. Please review your application for accuracy before you submit it to HRO. Nothing will be added to the application after 1600 hrs on the closing date.

E-mail may be sent to nq.ne.nearng.list.hro-agr-job-apps@mail.mil with a subject line of "Job Application AGR-AR-__-__ (list job announcement number)". Electronic applications will be submitted as one attachment. Applications submitted in multiple attachments will not be accepted. Applications or attachments which are unreachable or cannot be opened will not be accepted or considered.

* Candidates may apply by submitting a completed **Application for Active Guard/Reserve (AGR) Position, NGB Form 34-1**. Reference AR 135-18 Para 2-3 and NGR 600-5 Para 2-4 the following documents must be submitted. Packets without the appropriate documents or a written explanation will not be processed for interviews. Applicants will use the following checklist to ensure proper documentation is submitted.

Yes **No** 1. Application for Active Guard/Reserve (AGR) Position, **NGB Form 34-1, dated 20131111**. This form can be downloaded from the **Nebraska National Guard Opportunities webpage**. **Previous versions of the form will not be accepted**. Application must be signed and written explanations for YES answers must be provided within the application packet. ___(Initials)

Yes **No** 2. ERB/ORB. Download your validated Selection Board Record Brief ERB/ORB from <https://minuteman.ngb.army.mil/benefits> . **Enlisted applicants who are not MOS qualified for the announced position must include ASVAB scores on their ERB**. ___(Initials)

Yes **No** 3. Last five OER's/NCOER's. Applications must contain their most current OER/NCOER and if unavailable written explanation must be provided. A letter of recommendation or performance must be submitted if you don't have any OER's/NCOER's. ___(Initials)

Yes **No** 4. NGB 23 (RPAM). All Army National Guard Soldiers must submit a NGB 23 dated **within 6 months of closing date**. ___(Initials)

Yes **No** 5. Statement of all active duty performed (DD 214, DD 215, DD 220). You can find these forms in your IPERMS <https://iperms.hrc.army.mil/rms/login.jsp> DD 214/215/220 are not required for current on-board AGRs. ___(Initials)

___ **Yes** ___ **No** 6. Your last 4 Army Physical Fitness Test documented on a DA 705(s). **The last APFT score must be passing and within 12 months for M-Day and 6 Months for AGR of closing date.** You must provide written explanation if you are unable to provide the last 4 APFT scores. ___(Initials)

___ **Yes** ___ **No** 7. Current passing semi-annual weigh-in documented on TAG NE 600-9, DA5500/5501 or DA 705. DA 5500/01's are required for Soldiers who exceed the weight for height Table B-1, AR 600-9. **Current is within 6 months of closing date.** ___(Initials)

___ **Yes** ___ **No** 8. IMR (Individual Medical Readiness) <https://medpros.mods.army.mil/medprosnew/secure/medical/imr.aspx> with a record **PHA completion date within 12 months of closing date.** ___(Initials)

___ **Yes** ___ **No** 9. If you are on a profile include a current DA 3349. Any PULHES with a 3 or 4 must be supported with medical fit for duty waiver (MMRB or MAR2). ___(Initials)

___ **Yes** ___ **No** 10. Any additional information/memorandums/letters of recommendation may be submitted that you feel will help qualify your application or for any "no" responses identified on this checklist. ___(Initials)

To qualify for initial entry in the AGR Program applicants must meet the eligibility requirements in AR 135-18 paragraphs 2-1, 2-2, and 2-3. IAW AR 600-8-2, Flagged ARNG and US Army Reserve (USAR) soldier may not apply for AD or ADT.

In order to comply with United States Department of Defense (DoD) requirements and ensure the safety and security of the missions, programs, property and personnel of the Nebraska Military Department and Nebraska National Guard, employees must obtain the appropriate background investigation and maintain the level of security clearance assigned to their respective work.

Failure to obtain and maintain the designated type of security clearance/background check required for the respective work, may result in a job offer being rescinded, separation of employment, and/or other actions as may be deemed in the best interest of the agency.

Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents to the Nebraska National Guard Personnel Security Manager for processing the appropriate investigation. Required forms for AGR positions – SF 86, PSIP Initiation Form, Birth Certificate (or other proof of citizenship) and Fingerprints. Technician positions also require the OF 306 and Application/Resume.

The use of official mail to forward employment applications is prohibited. Applications submitted using government postage will not be considered.

Applications may be submitted by e-mail, postal mail, or hand-delivered to the HRO no later than 1600 hours on the closing date. Applications received after the closing time will not be considered for the position.

Mail applications to: NE National Guard
Human Resource – AGR Branch
2433 NW 24th Street
Lincoln, NE 68524

The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically or via email.

The Nebraska National Guard is an equal opportunity employer; we do not discriminate on the basis of race, gender, sexual orientation, religion, national origin or ethnicity.