

**NEBRASKA NATIONAL GUARD  
HUMAN RESOURCES OFFICE  
2433 NORTHWEST 24<sup>TH</sup> STREET  
LINCOLN, NEBRASKA 68524**

**ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT**

**Announcement Number:** AGR-AR-23-071

**Closing Date:** 15 June 2023

**Position Title:** BLC Small Group Leader

**Location:** 1<sup>st</sup> BN, 209<sup>th</sup> RTI, Camp Ashland, NE

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

**Military Requirements:** Designated MOS for this position is 00F/Immaterial. Be a SSG or above; however, exceptions will be considered on a case-by-case basis to secure best qualified instructors. Proponent school Commandants may grant exceptions to otherwise qualified SGTs to fill instructor vacancies; must meet the physical standards in FM 7-22 and weight standards in AR 600-9 and ALARACT 24B/2010 the Army Weight Control Program; must currently hold SQI "8" or be able to attain within 6 months of assignment; possess a SECRET clearance or higher or be able to obtain 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) complete with CFD-IC that possess Instructor ASI "8" or be 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 skill level 3 leadership as documented on an NCOER or ERB, and complete with CFD-IC that possess Instructor ASI "8" or be able to become qualified within 6 months.

**Area 3:** N/A

**Area 4:** All members of the Nebraska Army National Guard currently holding the rank of SGT/E5 (P) and above. This position is SSG/E6 and a reduction will be required for any selected applicants above the rank/grade SSG/E6 prior to AGR start date. Complete with CFD-IC that possess Instructor ASI "8" or be able to become qualified within 6 months.

**General Requirements:**

1. Have no personal habits or character traits that are questionable from a security standpoint such as financial irresponsibility, unusual foreign holdings or interests, heavy drinking, drug abuse, gambling, emotional instability and so forth.
2. Have no speech impediments
3. Display good military bearing
4. Have a demonstrated ability to be an instructor
5. Have no record of conviction by special or general court-martial or civilian court of sexual offenses listed in AR 27-10 or otherwise be required to register as a sex offender under AR 27-10.

**Summary of Duties:** Conducts training in the Basic Leader Course (BLC) in accordance with the Program of Instruction (POI) and Course Management Plan (CMP), 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 of a 1:8-10 ratio of SGL/Student for 11 classes per year; performs counseling of students; advises SSGL on all 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; coordinates required support for resources and equipment with SSGL; assists in development of work plans and training schedules with SSGL.

*The Military Department of Nebraska is an Equal Opportunity Employer*

## 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 <mailto:ng.ne.nearng.list.hro-agr-job-apps@mail.mil> with a subject line of "Job Application AGR-AR-\_\_-\_\_ (list job announcement number)". Encrypted emails can be accomplished using DoD Safe at <https://safe.apps.mil>. 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**. For non ARNG members, contact the AGR Branch for other options. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 5. Statement of all active duty performed (DD Form 214, DD Form 215, DD Form 220, or any other forms that show active duty service). **Statement of all Active Duty performed is not required for AGR personnel**.

\_\_\_ Yes \_\_\_ No 6. Individual Training Report (ITR) form DTMS showing ACFT and Height/Weight. **The record ACFT score must be passing with a date of 1 April 2022 or later and within 12 months for M-Day and within 6 months for AGR of closing date. Height/Weight is considered current within 6 months of closing date**. You must provide written explanation if you are unable to provide ACFT scores. \_\_\_(Initials)

\_\_\_ Yes \_\_\_ No 7. IMR (Individual Medical Readiness) or Flight Physical <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** 8. Applicants will be screened for profiles (the DA 3349 is not required to be sent) . Temporary profiles MUST be cleared prior to AGR start date. Any permanent profiles with a PULHES of 3 or 4 must be supported with a Medical Fit for Duty.       (Initials)

       **Yes**        **No** 9. 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.***