

NEBRASKA NATIONAL GUARD

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

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-26-035

Closing Date: 05 February 2026

Position Title: Brigade Administrative Officer (6701)

Location: 67th MEB, Lincoln, NE

Military Grade Range: Minimum MAJ/O4 - Maximum LTC/O5

Military Requirements: Designated AOC is 01C/01A and must have AOC complete for this position. Promotion to LTC/O5 is based off availability of controlled grade. Must possess and maintain a valid SECRET security clearance. **Applicants will review the qualifications for the award of this MOS in Department of the Army Pamphlet (DA PAM) 611-21 for further demand rating and qualifications for initial award of MOS. Failure to review these qualifications may result in the applicant not being eligible for the position.**

Area of Consideration: All members of the Nebraska Army National Guard and meeting the minimum requirements may submit applications for this position. **All current hiring procedures will be in accordance with NEARNG Selection Process Policy guidelines. Selected AGR candidates from Area 1, 2, and 3 will incur a 24-month stabilization period applicable to future lateral assignments. These candidates will not be eligible for lateral assignment for 24 months from the date of assignment to the advertised position. Selected candidates from Area 4, who begin an initial AGR tour, will incur a 36-month stabilization period applicable to future lateral assignments and a 24-month stabilization period for future promotions. These candidates will not be eligible for lateral assignment for 36 months and will not be eligible for promotion to the next higher grade for 24 months from the date of assignment to the advertised position. Selected candidates who do not meet the maximum grade for which the position is advertised will be able to promote to the maximum grade of the position upon eligibility.**

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

Area 1: On-board AGR Soldiers (LTC/O5) who are 01C/01A qualified. Stabilization periods are waived for this position.

Area 2: N/A

Area 3: On-board AGR Soldiers (MAJ/O4) meeting the military requirements above.

Area 4: N/A

General Requirements:

1. Excellent speaking and writing ability.
2. The ability to consolidate and analyze data.
3. The ability to apply personnel management practices and techniques.
4. The skills required to supervise personnel.

Summary of Duties: Serves as the Deputy Commander and the full-time representative of the Commander, supervise and manage the organization, training and programs. Supervises and coordinates the activities of the full-time staff of the headquarters and subordinate units. Makes decisions for the commander in the areas of training, personnel, logistics, operations, and program manager. Manages the full-time voucher and personnel actions for the organization. Ensures staff are following and implementing current policies, procedures, and directives of higher-level management or headquarters. Coordinates the MDMP process, conducts analysis and assessment of all information, establishes proper information flow, and anticipates and synchronizes operations. Monitors readiness status and directs actions to maintain readiness of personnel. Responsible for the brigade's knowledge management, recruiting and retention, public affairs, officer professional development, and staff training. Serves as the full-time supervisor for the brigade and all

subordinate units consisting of more than 1500 Soldiers supporting manning, training, and equipping consistent with TAG and commander directives. Serves as the acting commander in the absence of the Brigade Commander providing mission command to assigned/attached battalions and direct report units. Position will remain on T32 and is not scheduled to deploy with forwarded UIC and assigned to the Rear-Detachment UIC to provide continuity and oversight of brigade units. Position retains primary responsibility for mobilization of the 67th MEB to CJTF-HOA. Position serves under the authority and direction of 92nd Troop Command until re-consolidation and realignment is complete ~ 2nd QTR FY27. Deputy Commander will maintain visibility and support deployed formations addressing transitional periods as units and soldiers change statuses (i.e. from T32 to T10 and so forth). Position is located at the 1776 Armory and appointed the responsibility as 1776 facility manager concurrently working with T10 Rear-Detachment personnel of forward units.

Application Instructions

E-mail may be sent to nq.ne.nearng.list.hro-agr-job-apps@army.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 PDF attachment named "*Last Name, First Name, AGR-AR-__-__*(list job announcement number)". 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 *Application Checklist* to ensure proper documentation is submitted. The *Application Checklist* can be downloaded from the Nebraska National Guard Opportunities webpage.**

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 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.

Hand deliver 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, sex, religion, national origin or ethnicity.