

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

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-25-085

Closing Date: 7 July 2025

Position Title: RRBN NCOIC (12036)

Location: RRBN - Norfolk, NE

Military Grade Range: Minimum SFC/E7 - Maximum MSG/1SG/E8

Military Requirements: Designated MOS is 79T. Must meet the physical demands requirements of DA Pam 611-21. Must possess and maintain a valid SECRET security clearance.

1. Must submit SOU, HHR Form 600, DD 369 (background check with local law enforcement) and scan of social security card with the application and complete favorable "live scan".
2. Must have favorable report on the sex offender's registry and urinalysis testing.
3. Must have a NACLC without any adverse findings.
4. Screening of local personnel files and complete behavioral health assessment.
5. Selected agrees to live within 25 miles of duty location address (waiverable by Commander)
6. Selected agrees to work weekends and evenings as the position and circumstances require.
7. Selected individual must possess a valid state driver's license.
8. All applicants must have a minimum GT score of 110, waivable to 100 or GT score of 95 and Skilled Technical of 95.
9. Must possess current physical.

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. 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: On Board E8 AGR 79T50 Lateral Transfers/Selections.

Area 2: Select Train Educate Promote List (STEP) of on-board AGR CPMOS qualified (SFC/E7, 79T).

Area 3: On-board AGR Soldiers meeting the minimum grade requirements and 79T MOS qualified.

Area 4: N/A

General Requirements:

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Summary of Duties:

Primary duty is to manage aggressive prospecting of a 7 person recruiting team to accomplish assigned enlisted accession mission with unquestionable integrity. Supervise the execution of prospecting at high schools, colleges, events and communities in person and on telephones, computers, and social media. Facilitate maintaining prospect and center of influence cards, files and school program folders. Identifies and develops centers of influence, influential person and media contacts for the team. Develops school and public relations recruiting programs for area. Train on prequalifying prospects and eligibility for enlistment or reenlistment. Quality control of all enlistment packets and applicants process for enlistment using the ARISS automation system. Establishes and maintains required references and functional files. Train recruiters on applicants contracts, service obligations and initial entry training (IET) requirements. Oversight of applicants preparations for MEPS processing and manage oversight of recruits through all training until battle hand-off with assigned unit is accomplished. Assist in RSP training and execution. Applies management by objective techniques and develops and maintains time management/work plans. Analyzes audiences and events focused on target market and return in investment (ROI), prepares and provide speeches about the Army National Guard on such topics as mission, programs, facts, features, benefits and opportunities. Requests and manages appropriate resources. Assist unit Career Counselors in coordination with the BN Retention NCO with retention activities. Other duties as assigned.

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.