

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

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-24-063

Closing Date: 03 April 2024

Position Title: Marketing NCO (12009)

Location: Recruiting & Retention Battalion,
Lincoln, NE

Military Grade Range: Minimum SSG/E6 - Maximum SFC/E7

Military Requirements: Designated MOS is 00F. Applicants must have and maintain a secret clearance with NACLC Tier 3 investigation. Must meet Suitability determination as identified in Army Directive 2018-16 dated 8 November 2018, SUBJECT: Suitability Criteria for Military Personnel and as updates or changes are required.

Applicants will review the qualifications for this position. 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 individuals' eligible to become members with a minimum rank of SSG/E6 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: Lateral Transfers of **on-board** AGR personnel (SFC/E7). Soldiers on interim promotions will not be considered as Area 1 applicants.

Area 2: STEP of on-board AGR (SSG/E6) CPMOS 00F.

Area 3: Lateral Transfers of **on-board** AGR personnel (SSG/E6).

Area 4: All Soldiers of the Nebraska Army National Guard who meet the minimum grade requirements. This position is SFC/E7 and a reduction will be required for any selected applicants above the rank of SFC/E7 prior to AGR start date.

General Requirements:

1. Must submit HHR FORM 600, SOU and 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 actions.
4. Screening of local personnel files and complete behavioral health assessment.
5. Attend a 2 week marketing NCO course within 12 months of assignment.
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.

Summary of Duties: Senior Marketing NCO for the Nebraska National Guard Recruiting and Retention Battalion. Develops, implements, and executes the NEARNG annual marketing strategy supporting RRB and NEARNG strategic objectives. Provides marketing support to RRB Teams, RRNCOs, and unit events focused toward achievement of Strategic Objectives. Develops and Curates organizational branding supporting State and National strategies. Serves as the lead Battalion planner for participation in national, regional, and state marketing/advertising campaigns. Serves as primary BN lead for coordinating marketing activities with external stakeholders including; NGB, NENG PAO, Contractors, Centers of Influence, and vendors. Oversees the execution of all RRB related public affairs activities. Coordinates NENG PAO for integrated messaging. Curates RRB messaging on Social Media Platforms, and provides support to RRB events and activities when requested. Collects and analyzes data related to marketing activities. Measures marketing Return on

Investment (ROI), and use ROI data to refine marketing strategies. Serves as GPC Cardholder. Performs additional tasks and duties assigned.

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:nq.ne.nearnq.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.