

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

ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AR-24-059

Closing Date: 21 March 2023

Position Title: State Training Officer

Location: JFHQ-G3, Lincoln, NE

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

Military Requirements: Designated AOC for this position is 01A immaterial. Must maintain a secret security clearance. Must be career status AGR, with CGSC 100% complete, 12 years of Active Federal Service and Majors must have 4 years time in grade, all as of closing date.

Area of Consideration: All on-board AGR MAJ/O4- LTC/O5 in the Nebraska Army National Guard 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 (LTC/O5).

Area 2: N/A

Area 3: Transfer of on-board AGR personnel (MAJ/O4)

Area 4: N/A

General Requirements:

1. Knowledge of a wide range of training methods to present courses of instruction.
2. Working knowledge of military training programs, policies, and procedure.
3. Working knowledge of military organization, equipment, and occupational specialties.
4. Skills to plan, implement, administer, and evaluate training programs.
5. Skills to develop guidelines, instructional methods, and course material for use in training programs.

Summary of Duties: State proponent and subject matter expert in Army training management principles. Plans and administers the training program for the State ARNG. Directs the activities of the Training Branch. Determines specific training objectives. Develops short range and long-range training plans to meet federal missions and support state missions. Develops training policies, directives, and Standard Operating Procedures (SOP) applicable to the state ARNG. Develops Command Training Guidance (CTG) and Annual Training Guidance (ATG) based on The Adjutant General (TAG), Assistant Adjutant General-Army, and Regionally Aligned Readiness and Modernization Model (ReARMM) requirements. Manages training resources. Identifies resources required to execute proposed state training plan, prioritizes training, recommends the Adjutant General approval or disapproval of non-resourced training, and recommends alternative resourcing. Responsible for programming, planning, budgeting, and execution of annual training, inactive duty training schools and other special training funds amounting to approximately 50% of the state Command Operating Budget (COB). Serves as primary member of State Level II Program Budget Advisory Committee (PBAC). Prepares and participates in State Level II PBAC actions to ensure prioritizing of funding meet readiness in support of the Global War on Terrorism, Major Combat Operations, and Large-Scale Combat Operations. Manages execution of training orders to ensure that unexecuted funds are de-obligated and reprogrammed to maximize readiness. Prepares the state schools plan to determine who must attend which schools and when they must attend to ensure unit readiness goals are met. Reviews applicable automated personnel systems to ensure that annual objectives, as required by the Army Staff, are met for individuals to progress to their Duty Military Occupational Specialty Qualification (DMOSQ). Provides input into long-range (3–5-year projection) and short-range (annual) training plans and requests quotas to ensure that

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school-training spaces are available as needed to support state individual training readiness. Utilized an Army Training Reservation program to manage the states reservation of school spaces to ensure maximum use of quotas and student attendance to meet course prerequisites. Oversees NGB competitive events program and Serves in the absence of the Director of Operations.

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.