

**NEBRASKA ARMY NATIONAL GUARD
DIRECTORATE OF PERSONNEL ADMINISTRATION
ENLISTED PROMOTION SECTION
2433 NW 24th STREET
LINCOLN, NEBRASKA 68524**

TRADITIONAL VACANCY ANNOUNCEMENT

Announcement Number: 21-P4MAA-1058

Closing Date: Open Until Filled

Position Title & Unit: Civil Affairs Sergeant, HHC,
67th Maneuver Enhancement Brigade

Location: Lincoln, NE

Military Grade Range: Minimum SGT/E5 - Maximum SFC/E7

Military Requirements: Designated CPMOS for this position 38B. A security eligibility of SECRET is required for this role. Must meet the physical demands requirements and qualifications of DA Pam 611-21. MOS qualification, if required, must be completed IAW current policy and training guidance. Selected individual may incur additional training requirements for SQI and/or ASI requirements for the duty position (see unit specific requirements below). The qualifications for the award of this MOS can be found in DA Pam 611-21.

Area of Consideration: All eligible and available members of the Nebraska Army National Guard serving in the grade range listed above. In order to be promoted in this position, the Soldier must be fully qualified for promotion IAW AR 600-8-19.

General Requirements:

1. Currently assigned SGT/E5 - SFC/E7 of the Nebraska Army National Guard
2. Not currently "Flagged from Favorable Personnel Actions", under a "Bar to Reenlistment", or defined as "Stagnant".
3. Meet other requirements as stated in **Military Requirements** above.

Summary of Duties: Performs and supervises duties of the preceding skill levels. Provides Civil Affairs support, language, and regional expertise as part of a Civil Affairs Team and identifies protection considerations for that team. Coordinates and assists with planned Civil Affairs Operations assessments and conducts trend analysis on civil information, develops plans for dislocated civilian operations, determines civil vulnerabilities and develops CA operations measures of effectiveness. Integrates directly with supported organizations in order to identify requirements for Civil Affairs Operations as part of the Military Decision-Making Process. Performs and supervises duties of the preceding skill levels. Leads a Civil Affairs Team in the accomplishment of one or more of the CA core competencies and functions and advises the Team Leader on the tactical and operational employment of the team. Organizes civil reconnaissance requirements, directs civil information collection efforts, and prepares Civil Affairs Operations annexes and estimates. Conducts Civil Information Management link analysis to organize target options that achieve nonlethal effects. Develops CA area studies and plans Civil Affairs Operations projects.

Other Unit Unique Considerations/Requirements: None

Application Instructions: Submit a completed "Traditional NCO Vacancy Application" by e-mail to "ng.ne.nearng.list.g1-epm@mail.mil" with a subject line of "**Vacancy Application 21-P4MAA-1058**" or in hard copy to the G1 office no later than 1600 hours on the closing date. Electronic applications must be in PDF format on one single attachment. The use of official mail to forward employment applications is prohibited. Applications or attachments which are unreadable or cannot be opened will not be accepted or considered. DPA is not responsible for any malfunctions when using electronic means to transmit job applications. Applicants may verify receipt of their application telephonically by calling (402)309-8152.

10-38B. MOS 38B--Civil Affairs Specialist Active Army (AA) and United States Army Reserve (USAR) (CA Specialist), CMF 38

a. *Major duties.* Civil Affairs (CA) specialists are trained and equipped to engage and influence unified action partners and indigenous populations and institutions; establish and conduct military government operations; provide civil considerations expertise through the planning and execution of Civil Affairs operations; and enable civil-military operations. Duties of MOS 38B at each level of skill are:

(1) *MOSC 38B10 (USAR only).* Gathers data for and produces geospatial representation of the Civil Component of the Operational Environment. Assists in the conduct of planned Civil Affairs Operations assessments which can include literature and document review, visual observation and interaction with local populace. Maintains and operates various voice and data communication systems, automated data processing equipment and various computer programs.

(2) *MOSC 38B20 (USAR only).* Performs and supervises duties of the preceding skill level. Coordinates resources required to support Civil Affairs Teams (CATs). Coordinates with Unified Action Partners, and conducts planned Civil Affairs Operations assessments, and Key Leader Engagements to gather civil information and produce a depiction of the human terrain.

(3) *MOSC 38B30.* Performs and supervises duties of the preceding skill levels. Provides Civil Affairs support, language, and regional expertise as part of a Civil Affairs Team and identifies protection considerations for that team. Coordinates and assists with planned Civil Affairs Operations assessments and conducts trend analysis on civil information, develops plans for dislocated civilian operations, determines civil vulnerabilities and develops CA operations measures of effectiveness. Integrates directly with supported organizations in order to identify requirements for Civil Affairs Operations as part of the Military Decision-Making Process.

(4) *MOSC 38B40.* Performs and supervises duties of the preceding skill levels. Leads a Civil Affairs Team in the accomplishment of one or more of the CA core competencies and functions and advises the Team Leader on the tactical and operational employment of the team. Organizes civil reconnaissance requirements, directs civil information collection efforts, and prepares Civil Affairs Operations annexes and estimates. Conducts Civil Information Management link analysis to organize target options that achieve nonlethal effects. Develops CA area studies and plans Civil Affairs Operations projects.

(5) *MOSC 38B50.* Performs and supervises duties of the preceding skill levels. Leads a Civil Affairs Company in the accomplishment of one or more of the CA core competencies and functions and advises the Company Commander on the tactical and operational employment of the unit. Provides Civil Affairs planning and staff supervision at the BCT, Division and Corps levels as the Operations Sergeant in a Civil Military Operations Center or as a member of a Civil Affairs Planning Team (CAPT) or a Civil Liaison Team (CLT).

(6) *MOSC 38B60.* Performs and supervises duties of the preceding skill levels. Leads a Civil Affairs Battalion or Brigade in the accomplishment of one or more of the CA core competencies and functions and advises the Battalion or Brigade Commander on the tactical and operational employment of the unit and on all matters pertaining to enlisted personnel. Enforces the implementation of established policies and standards as they pertain to enlisted personnel within the command and provides counsel and guidance to the NCOs and lower enlisted Soldiers of the command. Provides Civil Affairs planning and staff supervision at the Division, Corps, ASCC, and GCC levels as the Operations Sergeant in a Civil Military Operations Center or as a member of a Civil Affairs Planning Team (CAPT) or a Civil Liaison Team (CLT).

b. *Physical demands rating and qualification for initial award of MOS.* Civil Affairs specialist must possess the following qualifications:

(1) A physical demands rating of ~~moderately heavy~~ Significant (Gray).

(2) A physical profile of 111221.

(3) Qualifying scores.

(a) A minimum score of 100 in aptitude area ST in Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002.

(b) A minimum score of 96 in aptitude area ST on ASVAB tests administered on and after 2 January 2002.

(c) A minimum score of 107 in aptitude area GT effective 1 February 2015. Aptitude area ST score not required after 1 February 2015.

(d) A minimum OPAT score of Long Jump (LJ) – 0120 cm, Seated Power Throw (PT) – 0350 cm, Strength Deadlift (SD) – 0120 lbs., and Interval Aerobic Run (IR) – 0036 shuttles in Physical Demand Category “~~ModerateSignificant~~” (~~GoldGray~~).

(4) A minimum security eligibility of SECRET is required for the initial award and to maintain the MOS.

(5) A U.S. citizen or naturalized citizen.

(6) High school graduate or GED certificate.

(7) Not barred to reenlist IAW AR 601-280, or under suspension of favorable personnel action IAW AR 600-8-2.

(8) Reclassification.

(a) Active Component.

1. Additional Qualifications: CMF 38 is a non-accessions branch in the active component. Soldier's wishing to reclassify to CMF 38 must be in the rank of SGT (waiverable by the Civil Affairs Commandant) and must meet the prerequisites IAW AR 614-200 to include successful attendance at the Civil Affairs Assessment and Selection Course (CAAS) (non-waiverable).

2. Formal Training: Active Component Soldiers that successfully complete CAAS must attend airborne training (if not already qualified) and the Civil Affairs Noncommissioned Officer Pathway conducted under the auspices of the U.S. Army John F. Kennedy Special Warfare Center and School (USAJFKSWCS).

(b) Reserve Component.

1. Additional Qualifications: USAR Soldiers reclassifying into MOS 38B are restricted to the rank of SSG and below. Award of MOS 38B to USAR Soldiers in the ranks of SSG(P) or SFC is authorized only with written approval of the CA Commandant (AOJK-CA).

2. Formal Training: USAR initial entry Soldiers must complete BCT and MOS 38B AIT conducted under the auspices of the USAJFKSWCS. USAR Soldiers reclassifying into MOS 38B must complete MOS reclassification training conducted by one of the Army Reserve CA/PO TASS Battalions or courses conducted under the auspices of the USAJFKSWCS.

c. *Additional skill identifiers:* (Note: Refer to table 12-8 for (Listing of universal ASI's associated with all enlisted MOS)).

(1) W1—Special Operations Combat Medic.

(2) W2—Civil Affairs Medical SGT (**Rescind 201810**).

(3) W4—Civil Affairs Trauma Medical SGT (**Rescind 201810**).

(4) W4—Special Operations Civil Affairs Medical SGT (**Effective 201810**).

d. *Physical requirements and standards of grade.* Physical requirements and SG relating to each skill level are listed in the following tables:

(1) *Table 10-38B-1.* Physical requirements.

(2) *Table 10-38B-2.* Standards of grade TOE/MTOE.

(3) *Table 10-38B-3.* Standards of grade TDA.