

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

NATIONWIDE ACTIVE GUARD RESERVE VACANCY ANNOUNCEMENT

Announcement Number: AGR-AF-23-012

Closing Date: 02 February 2023

Position Title: FSS Commander/Operations Officer

Location: 155 FSS, Lincoln, NE

Military Grade Range: Minimum 1 Lt/O2 - Maximum Lt Col/O5

(Selection of and/or promotion to Lt Col contingent upon controlled grade availability)

Military Requirements: AFSC for this position is 38F. Must meet AFSC requirements according to the AFOCD. Must be able to obtain and maintain a SECRET security clearance. Must be a U.S. Citizen. As mandated by the Secretary of Defense, employees are required to be fully vaccinated against COVID-19 regardless of the employee's duty location or work arrangement (e.g., telework, remote work, etc.), subject to such exceptions as required by law. If selected, you will be required to meet the COVID-19 vaccine requirements established by your military component.

Area of Consideration: All members of the Nebraska Air National Guard, or those eligible to become members of the Nebraska Air National Guard, in the grade of 1 Lt/O2 – LT Col/O5, may apply for this position.

Area 1 – AFSC Qualified

Area 2 – Non AFSC Qualified

1. Specialty Summary. Define, develop, shape, sustain, and deliver mission-ready Airmen across the Total Force. Responsibilities include defining Air Force Manpower and Organization Requirements, managing Human Resources, managing and providing Education and Training Requirements, regenerating Airmen, feeding Airmen, developing Human Capital Strategies, applying Laws and Policies, compensating Airmen, providing Force Readiness and Quality of Service Programs, and serves as senior staff advisor to commanders.

2. Duties and Responsibilities. Lead, manage and direct personnel executing combat support capabilities for the Air Force and joint mission in the core areas of Manpower, Personnel and Services Programs. Supervise and provide oversight in a full range of personnel and services programs to include accession, retention, promotion, education, training, mortuary, recreation and fitness. Formulate personnel plans and programs and develop policy for implementation and execution in the areas of accession, classification, utilization, promotion, recognition, evaluation, reenlistment, assignment, retraining, retirement, disciplinary, force development and force shaping.

3. Specialty Qualifications. Knowledge of the following core competencies is highly desirable: Force Development, Career Development, Force Management, Civilian Employee Management, Requirements Determination, Organization Principles, Performance Management, Manpower Resource Allocation, Customer Support, Readiness, Food Operations, Fitness Operations, Lodging Operations, Recreation, Resource Management, Mortuary Affairs, Casualty, and Quality of Service Programs.

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 ng.ne.nearng.list.hro-agr-job-apps@army.mil with a subject line of "Job Application AGR-AF-__-__ (list job announcement number)". Electronic applications will be submitted as one attachment. **Applications submitted in multiple attachments will not be accepted. Applications submitted in binders or document protectors will not be accepted.** Applications or attachments which are unreachable or cannot be opened will not be accepted or considered.

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. **Records review RIP or SURF Sheet** ____ (Initials)

Yes No 3. **Last 3 Officer / Enlisted Performance Reports (OPR / EPR),** or Statement addressing missing reports. Does not apply to traditional, enlisted Airmen or if you have not required 3 OPR/EPR's. ____ (Initials)

Yes No 4. **Current Point Credit Summary** - Applies to Reserve Component/ANG Only ____
 Yes No 5. **Current Flying History Report** (if applicable) ____ (Initials)

Yes No 6. **AF 422 or DD 2992** (showing current physical PULHES) and PHA within 12 months ____ (Initials)

Yes No 7. **AF Fitness Assessment with current Fit Test Score and Fit Test History**
Member must provide current documentation showing they meet the **fitness standard score of 75 or higher** IAW NGB/AIPOF Memorandum dated, 1 Oct 08, Subject: Interim Guidance Implementation of Standard Fitness Score for Purposes of Promotion and Reenlistment, Effective 1 October 2008, AWGI 10-248, and ANGI 36-101. ____ (Initials)

The use of official mail to forward employment applications is prohibited. Applications submitted using government postage will not be considered.

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 request to verify receipt of their application through e-mail or telephonically.

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.