

**MASSACHUSETTS NATIONAL GUARD
 FULL-TIME MILITARY TOUR (AGR)
 VACANCY ANNOUNCEMENT**

**HUMAN RESOURCE OFFICE
 50 MAPLE STREET
 MILFORD, MA 01757-3604**

NUMBER: FY05-05 (AGR) EXPIRES: 12 November 2004 DATED: 13 October 2004

NATIONWIDE

1. ELIGIBILITY: Applications are currently being accepted for the following position in the Massachusetts Army National Guard under the provisions of 10 USC 681, Title 32 Section 502 (F). This job is open to All qualified enlisted personnel and all qualified officers who are eligible for enlistment or appointment in the MAARNG. **The Personnel Automated Records Center (PARC) will accept applications until 1630hrs, 12 November 2004.**

Position: Assistant Operations Officer	Location: 1st Civil Support Team (WMD) 141 Speen Street, Natick, MA 01760
Max Grade: CPT/O3 Min Grade: 2LT/O1	MOS/AOC: 01A00
Unit POC: MAJ Furey (508) 233-6488	AGR Branch POC: SFC Pankey (508) 233-7159
Salary: Full-time Military Pay & Allowances based on rank and time in service	Web Site: http://www.state.ma.us/guard

2. REQUIREMENTS:

- a. Individual selected will be militarily assigned to the unit and will be placed in the required duty position.
- b. Individual must have the potential to become MOS qualified in the first 12 months or be released from AD/FTNGD.
- c. Enlisted personnel applying for officer positions must be eligible for commissioning upon selection for AGR duty. Assignment to the AGR tour will not become effective until the individual receives a commission in the ARNG and as a Reserve Officer of the Army.
- d. Position is open to male and female soldiers.
- e. To enter into AGR Title 10/32 Program, a Chapter 3 examination will be completed in accordance with AR 40-501 within 24 months prior to first day of an active duty tour. This examination is to be accomplished at an Active Army MEDDAC, MED CEN, or MEPS; if the examination is older than 6 months but less than 24 months, a DA Form 7349 (Initial Medical Review/Annual Medical Certificate) with review by the State/Territory surgeon or Health Care Provider Designee (physician, physician assistant or nurse practitioner) will be accomplished within 60 days prior to the first day of duty to assure that Chapter 3 standards continue to be met..
- f. Human Immuno Deficiency Virus (HIV) testing for all soldiers will be accomplished within 6 months prior to initial entry.
- g. Female applicants must take a pregnancy test within 15 days prior to the first day of the AGR Tour. Standard pregnancy tests performed by accredited medical laboratory are acceptable. Pregnancy is a disqualifying factor for a duty greater than 30 days.
- h. AGR personnel may not be eligible for or be receiving an immediate Federal Retirement Annuity (military or civilian).

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i. Applicants must have sufficient time remaining on current enlistment to permit the completion of the initial three (3) year tour of duty or must be willing to extend.

j. Individuals entering into their initial AGR Tour must be able to serve at least (3) years in an active military status IAW AR135-18, chapter 2, prior to completing 18 years of Active Federal Service (AFS).

k. Military technicians may not convert in-place to AGR status. An incumbent military technician may only change to AGR status in conjunction with a different SPMD position, defined as a SPMD position with a different position number.

l. Applicants must possess a state driver's license and be qualified to operate military vehicles which are organic to the unit.

m. Applicants must live or be willing to move within a fifty mile radius of the duty station.

n. Applicants are required to attend extensive military and civilian certification courses to perform job description duties.

o. **SPECIAL REQUIREMENTS: Officer Advanced Course (OAC), CAS3, and NBC Defense Course desired.** Must have a minimum time in service of six (6) years. Previous Battalion or Squadron Staff level assignments and liaison duty experience desired.

3. APPLICATION PROCEDURES:

a. ALL APPLICANTS will submit:

(1) A copy of this announcement.

(2) NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position) completed and signed.

(3) Photocopy of the most current DA Form 705 (APFT Score Card.)

(4) Class A DA photo taken within the past 12 months (a Polaroid type photo in Class A uniform is *not* acceptable).

(5) Statement from the commander/supervisor stating soldier meets height/weight/body fat requirements and is not enrolled in the weight control program.

(6) Copy of his/her SF Forms 88 & 93 or 2807 & 2808 (Report of Medical Exam & Report of Medical History). To request these forms, soldier will submit a DA Form 543-R (Request for Records) to the MAARNG Medical Command by Fax (781) 377-1088. Soldier will contact the Medical Records Room at (781) 377-8519 to confirm receipt of DA Form 543-R (per regulation: 7 day turn-around for request). **NO WALK-INS AUTHORIZED.**

(7) Any documentation missing requires a letter regarding the circumstances be enclosed in the application packet.

b. ALL APPLICANTS will forward the above paperwork to **JFHQ, MAARNG, ATTN: MAAR-PER-PARC, 50 MAPLE STREET, MILFORD, MA 01757-3604** or schedule an appointment with: Customer Service: (508-233-6772). Personnel Automated Record Center (PARC) attaches:

(1) A certified copy of DA Form 2-1

(2) A copy of Retirement Point Accounting Management (RPAM) NGB 23B

(3) DD Form 214s and NGB Form 22s

(4) Copy of last 5 NCOERs

c. PARC then forwards the completed packet to HRO/AGR Branch (SFC Pankey). The President of the Board will contact qualified applicants for an interview. All applicants will be notified in writing within 30 days after the selection board.

d. Any falsification of the eligibility requirements will result in non-consideration for appointment, or if appointed, individual will be released from the AGR program.

4. JOB DESCRIPTION:

Responsible for matters concerning training, operations and force development. Prepares training guidance and reviews training plans for the Commander's signature. Assists the Deputy Commander in the development of the Unit METL and training requirements for the METL. Determines and coordinates resources necessary for training IAW the published training schedule. Responsible for convoy operations, setup and function of tactical operations during deployment. Responsible for developing OPLANS and OPORDS. Responsible for intelligence preparation of the battlefield, modeling, target folder preparation and force protection. Develops SOP's and battle drills for operations, communications and logistics sections. Directly supervises the operations and communications sections and oversees operations, communications, logistics and administrative functions.

a. Meet with designated civilian government agencies and or senior military leaders to discuss the CST concept and mission, and to plan participation in state and local WMD responses.

b. Ensure a highly trained WMD consequence management emergency response capability is in place. "Emergency response" means a coordinated response effort by designated CST personnel to a known or suspected uncontrolled release, or potential release, of a hazardous NBC agent/substance.

c. Respond to known or suspected WMD events for the purpose of assisting an Incident Commander in control of stabilization of the incident.

d. Ensure the CST has sufficient force protection to accomplish its mission.

e. Serve as a point of contact for all law enforcement issues.

f. Perform one or more of the following additional duties: Unit Movement Officer, Safety Council, Food Service Officer, OPSEC Officer, Unit Information Officer, Intelligence Oversight Officer, Licensing Officer, Fire Marshal.

g. Actively participate in all aspects of mission planning and execution to include Mission Briefing, Mission Conduct and AAR's.

h. Perform all other duties as assigned.