



AIR FTNGDCD VACANCY ANNOUNCEMENT

OREGON AIR NATIONAL GUARD ATTN: Counterdrug Resource Manager PO Box 12889, Salem, OR 97309-0889	Security Clearance: Secret	ANNOUNCEMENT NUMBER: 15-001	
		OPENING DATE: 29 Dec 2014	CLOSING DATE: 13 Feb 2015
POSITION: Establish a hiring pool for Full Time National Guard Duty-Operational Support (FTNGDCD) Civil Operator (Limited Duration Tour), Location: Statewide	GRADE: Maximum: E-7 Minimum: E-4	BOARD DATE: TBD	
POSITION FILL DATE: TBD UNIT: Oregon Counterdrug Support Program, Salem, OR	POSITION IS OPEN FOR: Air National Guard Personnel		

INTRODUCTION:

Since 1989, the National Guard, working with law enforcement agencies and community based organizations, has performed interdiction and anti-drug activities in the fight against illicit drugs. Approximately 2,500 Soldiers and Airmen support more than 5,000 agencies at the local, state, and federal levels preventing illicit drugs from being imported, manufactured and distributed. The program is executed by the governors of each of the 54 states and territories and supports the strategic goals of the Office of National Drug Control Policy (ONDCP).

1. **AREA OF CONSIDERATION:** Current members of the Oregon National Guard. The Oregon National Guard Counterdrug Support Program is seeking applications from highly qualified Airmen to serve as Civil Operators. No specific AFSC is required, however it is highly recommended to have analytical experience; have high levels of computer and database expertise and proficiency in Microsoft Office. Operators need to be reliable and be a self-starter with a capability to work without continual supervision. Applicants must meet all screening requirements IAW with ANGI 10-801, Para. 8-12 through 8-13.

2. **PRIMARY RESPONSIBILITIES:** Support prevention coalitions throughout the State of Oregon. Focus on four core competencies: coalition coaching, facilitation, acting as an intermediary, and the science of substance abuse prevention. Coalition coaching duties include: facilitating a Kaizen Assessment for coalitions, creating a coaching report that provides priorities for coalition processes, and public presentations of this report. Facilitation duties include: facilitating coalitions through effective meetings, facilitating community events, facilitating strategic planning meetings, and facilitating coalitions through the process of creating community assessments, logic models, action plans, sustainability plans and evaluation plans. Intermediary duties include: providing prevention resources that will supplement the work that a coalition is doing, connecting coalitions with other groups who are working on the same strategies, and connecting coalitions to prevention professionals that will fill a coalition need. Duties required for the science of substance abuse prevention: members must gain expertise in the physical and psychological effects of all common street drugs, The Strategic Prevention Framework (SPF), The 12 Essential Processes, and the five planning products (community assessment, logic model, action plan, evaluation plan, and sustainability plan). Other duties: Additional Civil Operator duties may include, but are not limited to initiating, developing, nurturing and sustaining cross-organizational/cross-functional relationships to achieve program objectives, navigating Counterdrug information database: Full Time Support Management Control System (FTSMCS), with adequate results, creating written and oral reports, creating presentations, and other administrative tasks required as mission dictates.

3. **CONDITIONS OF EMPLOYMENT:** Applicants for Title 32 FTNGDCD tours must:

- a. Be a member of the ORANG without any unfavorable personnel actions.
 - b. Meet all medical requirements IAW applicable regulations. Airman must have a current Physical Fitness Test taken within 6 months of the start date of the FTNGDCD order.
 - c. Not be within 6 months of mandatory removal or expiration of term of service on the report date of the tour.
 - d. Not have served greater than 17 years of Active Service (AS) unless waived by Deputy Chief of Staff for Personnel.
 - e. Not be placed on orders that will create an entitlement for Separation Pay unless waived by the Counterdrug Coordinator. Eligibility for Separation Pay occurs after 6 years of Active Federal Service that has not been interrupted by a break of 31 days or more.
 - f. Applicants will be screened for illegal drug use.
4. **MEDICAL REQUIREMENTS:** For tour consideration, applicants must meet the requirements for medical retention IAW applicable AFI's.
- a. PHA assessment.
 - b. Personnel shall be required to have a current HIV-I test within 2 years of the start date for orders 30 days or more.
 - c. Pregnancy test showing NEGATIVE results. Pregnancy testing is required within 15 days of start of orders. Pregnancy is a disqualifying factor for entry on any duty greater than 30 days.
5. **APPLICATION DOCUMENTATION:**
- a. Applications must be made on the Counterdrug Support Program application. Applications may be obtained by calling Counterdrug Headquarters in Salem, at (503) 584-3332 or email rebecca.l.marshall10.mil@mail.mil. Completed applications must be returned no later than 1300 on closing date to:

Oregon National Guard
Counterdrug Support Program
P.O. Box 12889
Salem, Oregon 97309
Attn: Resource Manager
 - b. Qualified applicants will submit applications as described below. Applications without all required supporting documents will not be considered. US Government postage and envelopes may not be used for submitting applications. Application will be submitted in a plain manila file folder or electronically to the above email address.
 - c. FTNGDCD Packet Contents:
 - (1) Memorandum addressed to DCSOPS/MS-CD, Attn: CMSgt Rebecca Marshall, PO Box 12889, Salem, OR 97309 requesting interview for the CD CIVIL OPERATOR PVA #15-001.
 - (2) Personal Information printout located in vMPF Management (RIP).
 - (3) DD Form 369, Police Record Check signed by applicant.

(4) Copy of most current AF Physical Fitness Score.

(5) Copy of current Driver's License.

6. QUALIFICATIONS DESIRED:

- a. Communicate effectively, both orally and written.
- b. Ability to work with and relate to diverse groups in a professional, effective manner, in both individual and group setting.
- c. Skilled in computer operations and common software applications, such as MS Word and Power Point.

7. UNIFORM: Applicants will interview in ABU.

8. LAW ENFORCEMENT BACKGROUND CHECK: Prior to appointment, this position requires a law enforcement background check. By submitting this application you hereby authorize this agency to conduct the necessary review.

9. EQUAL OPPORTUNITY: The Oregon National Guard is an Equal Opportunity Employer and all qualified applicants receive consideration for this announcement without regard to race, color, religion, national origin, politics, marital status, age or gender.

10. INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

11. FUNDING AVAILABILITY FOR THIS POSITION: This position is a limited duration tour that is dependent upon receiving additional FY15 FTNGDCD funding with orders not to exceed 30 September 2015. PCS funds are not available.

12. INACTIVE DUTY TRAINING (IDT), UNIT TRAINING ASSEMBLIES (UTA) AND ANNUAL TRAINING (AT): Applicants are required to continue to drill and perform AT with their assigned units.

13. STANDARDS OF CONDUCT: National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance.

14. PVA POINT OF CONTACT: Questions regarding this PVA may be directed to CMSgt Rebecca Marshall at 503-584-3351, email: rebecca.l.marshall10.mil@mail.mil.