

# Oregon Air National Guard



**OREGON MILITARY DEPARTMENT**  
JOINT FORCE HEADQUARTERS-OR-AC/AGR  
P. O. Box 14350  
SALEM, OREGON 97309-5047

YOU MAY EMAIL YOUR APPLICATION TO:  
[usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil](mailto:usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil)

VIEW ALL CURRENT AIR AGR JOB ANNOUNCEMENTS AT:  
<http://newpreview.afnews.af.mil/142fw/resources/factsheets/factsheet.asp?id=11866>

## NATIONWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

<b>ANNOUNCEMENT NUMBER:</b> AF16-562	<b>OPEN DATE:</b> 22 September 2016	<b>CLOSING DATE:</b> 22 October 2016
<b>UNIT/LOCATION:</b>	<b>173D SECURITY FORCES Sq., 173D FW, KLAMATH FALLS, OREGON</b>	
<b>POSITION:</b>	<b>SECURITY FORCES CRAFTSMAN</b>  (Vacancy and grade contingent on resource availability)	
<b>PD #:</b> N/A	<b>POSITION GRADE:</b> TSGT / E-6 <b>MAX MILITARY RANK AT TIME OF HIRE:</b> TSGT / E-6 <b>MIN MILITARY RANK AT TIME OF HIRE:</b> SSGT / E-5	
<b>GRADE/SERIES:</b> AGR EA Only	<b>NOTES:</b> - PROMOTION TO THE HIGHEST GRADE MAY NOT BE SUPPORTED BY THE UNITS MANNING AUTHORIZATIONS - PROMOTION TO THE GRADES OF O-4, O-5, O-6, E-8, E-9 ARE CONTINGENT ON THE AVAILABILITY OF A CONTROL	
<b>UMD Position #:</b> 0958307	GRADE - HIRING AT THE MAX MILITARY RANK IS CONTINGENT ON CONTROLLED GRADE AVAILABILITY - PROJECTED START DATE: <b>TBD</b>	
<b>POSITION AFSC: 3P071**</b>		
<b>**Applicant must possess 7 Skill-Level in the 3P0X1 AFSC to qualify**</b>		
<b>This is not a cross-training opportunity</b>		
<b>MINIMUM ASVAB SCORE REQUIRED: Gen = 33</b>		
For additional information about ASVAB scores, reference the "Additional Information" section in this announcement.		
<b>WHO MAY APPLY FOR THIS POSITION:</b> THIS ANNOUNCEMENT IS OPEN TO ALL CURRENT MEMBERS OF THE OREGON AIR NATIONAL GUARD <u>AND</u> THOSE ELIGIBLE FOR MEMBERSHIP IN THE OREGON AIR NATIONAL GUARD		
<b>AREAS OF CONSIDERATION:</b> FIRST AREA: CURRENT PERMANENT FULL-TIME SUPPORT PERSONNEL OF THE OREGON AIR NATIONAL GUARD SECOND AREA: CURRENT TRADITIONAL MEMBERS OF THE OREGON AIR NATIONAL GUARD THIRD AREA: THOSE ELIGIBLE FOR MEMBERSHIP IN THE OREGON AIR NATIONAL GUARD		
<b>FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:</b> SHOP/SECTION POC: SMSGT ALLEN LYLES, 541-885-6443, DSN-830-6443 UNIT HR LIAISON: MSGT AIMEE WHALING, 541-885-6580, DSN- 830-6580		

**APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.**  
\*\*\*\*\* PLEASE READ THIS ANNOUNCEMENT COMPLETELY \*\*\*\*\*

## DESCRIPTION OF DUTIES

Security Force Craftsman: Lead, manage, supervise, mentor, direct, and performs SF Force Protection duties towards mission accomplishment, including the use of deadly force, to protect personnel and resources. Performs Installation Base Defense functions, Force Protection Condition implementation, directs defense of personnel, equipment, and resources against hostile forces. Performs tactical drills, battle procedures, convoys, MOOTW, antiterrorism duties, and other special duties. Supervises implementation of security reporting and alerting system and Force Protection Condition implementation. Enforce standards of conduct, discipline, and adherence to laws and directives. As a Craftsman, you must ensure you keep yourself and your subordinate personnel trained, qualified, and ready to deploy and operate in an expeditionary and garrison environment. Responds to disaster and relief operations. Participates in contingencies. Assists in the development of plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities. Provides oversight, guidance, and assistance to commanders regarding application of information, personnel, and Resource Protection programs. Provides on-scene supervision for SF personnel and activities. Inspects and evaluates effectiveness of SF personnel towards mission accomplishment. Analyzes reports and statistics. Supervises proficiency training and certification standards to ensure standards are maintained.

Patrol controlled and restricted areas. Maintain internal and circulation controls and prevents unauthorized entry to operational resources. Communicates with security supervisors on a continuous basis. Provides input to supervisors on programs and policies affecting the security of resources assigned or attached to Klamath Falls ANG Base. Drives vehicles, operates radios and other communication equipment. Provide patrol coverage and response in the protection of Air Force/Air National Guard resources and personnel. Conduct building and area checks. Perform duties as an armed response force member. Report and follow up on suspicious activity. Challenge and detain unauthorized personnel. Respond to emergency situations, assisting in evacuations and cordoning off affected areas. Required to prepare for and support the mission through the accomplishment of duties pertaining to military training, military readiness, force protection and other mission related assignments including, but not limited to, training traditional Guard members, CWDE/NBC training, exercise participation (UEI/AFOA/ORI/ORE /UCI/MEI/OCI/IG, etc.), mobility exercise participation, FSTA/ATSO exercise participation, SABC training, LOAC training, weapons qualification training, participation in military formations, and medical mobility processing within the guidelines of NGB/ARNG/ANG/State/TAG rules, regulations, and laws.

Employee may work an uncommon tour of duty to include nights, weekends, holidays, rotating shifts and subject to recall. Will work during periods of inclement weather or other potentially hazardous or emergency situations. May need to wear special protective clothing such as coats, boots, vests, gas masks, helmets and hearing protection. May be exposed to high levels of noise such as aircraft engines.

The employee may need to travel in military and/or commercial aircraft to perform temporary duty assignments. This position is covered by the Domestic Violence Misdemeanor Amendment (30 September 1996) of the Gun Control Act (Lautenberg Amendment) of 1968. An individual convicted of a qualifying crime of domestic violence may not perform the duties of this position. The work may require the employee to drive a motor vehicle. An appropriate, valid driver's license is required for the position. Incumbent must know how to operate all Security Forces Vehicles and installed equipment. Incumbent must maintain current qualifications in the use of required weapons. Incumbent is exposed to the day-to-day dangers associated with law enforcement and security duties. This position is designated as mission essential based on local conditions. Mission essential personnel report for duty at normal times when the base is closed or other employees are allowed delayed reporting. Mission essential personnel remain on duty during phased or early release activities. Incumbent is required to obtain first responder training/certifications in CPR techniques, self-aid buddy care, and first-aid skills and complete annual re-certifications. While wearing protective gear for extended periods of time, employ "infantry/SWAT" small unit tactics involving weapon fire and maneuvers, with rapid advancing movements between defensive positions. The ability to employ "Active Shooter" response tactics and techniques, as a member of a small team, is required. Utilize the appropriate necessary force up to and including "deadly force", in the preservation of life and protection of resources vital to national security. Other duties and responsibilities assigned by the commander.

## ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM

- Must be a member or eligible to become a member of the Oregon Air National Guard.
- Member will be required to hold a compatible military assignment in the unit they are hired to support.
- Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.
- Member must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards, Attachment 2 before being placed on an AGR tour.
- Member must have retainability to complete the tour of military duty.
- Member must not be eligible for, or receiving a federal retirement annuity.
- Member must comply with standards outlined in AFI 36-2905, Fitness Program to be eligible for entry into the AGR program.
- Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.
- Member must hold required AFSC or be eligible for retraining (if applicable) and meet all eligibility criteria in AFECD/AFOCD

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## ADDITIONAL INFORMATION

- AGR members will participate with their unit of assignment during Regular Scheduled Drill (RSD).
- AGR tour lengths in the State of Oregon are governed by Director of Staff - Air
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years, per ANGI 36-101
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP.
- If your ASVAB score does not meet the minimum required IAW AFMAN 36-2108 Attachment 39, contact your servicing MPF. You have the option to retake the test.
  - You must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.
- A law enforcement background check may be required prior to appointment to this position.
  - By submitting a resume or application for this position, you authorize this agency to accomplish the check.

## APPLICATION INSTRUCTIONS

**APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT.**

**\*\*\*\*\* INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED \*\*\*\*\***

**WRITTEN EXPLANATION IS REQUIRED FOR ANY MISSING DOCUMENTS**

### ***Current AGR members and those who wish to become an AGR must submit the following:***

- NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, **Form Version Dated 11 November 2013**
  - Announcement number and position title must be annotated on the form
  - Download the current form version from: [http://www.ngbpdc.ngb.army.mil/forms/ngbf34\\_1.htm](http://www.ngbpdc.ngb.army.mil/forms/ngbf34_1.htm)
- Current Report of Individual Personnel (RIP). ***Documents must show your ASVAB scores.***
  - RIP can be obtained from the servicing Force Support Squadron (FSS)
  - In lieu of a RIP, applicant may provide a printout from the virtual MPF (vMPF)
  - Select 'Record Review', and then 'Print/View All Pages'
- Copy of current passing physical fitness assessment. (from AF Portal, <https://www.my.af.mil/>)
- AF Form 422, Physical Profile Serial Report <https://asims.afms.mil/imr/MyIMR.aspx> (CURRENT within 5 years, validated within 12 months)
- DD Form 369, Police Record Check (attached), (complete blocks 2-9, block 10 leave blank, sign block 11)

### ***ORANG - Air Technicians interested in converting to AGR status:***

- Selection for the advertised position does not constitute acceptance into the AGR program.
- Once notification of a selection is made, the individual is required to submit a request to change status through their current chain of command and forward to the Joint Forces Headquarters Office, AGR Section.
- The AGR Manager will evaluate the request against The Adjutant Generals state policy **CPM-131, "Limitation on Change of Status between the Technician and AGR Career Programs"**, to ensure compliance. (<http://newpreview.afnews.af.mil/142fw/resources/factsheets/factsheet.asp?id=11866>)
- The Adjutant General is the final approving authority.

### **READ THIS SECTION COMPLETELY!!**

#### **IMPORTANT NOTES REGARDING COMPLETION AND SUBMISSION OF YOUR APPLICATION**

- AGR Service in the Oregon Air National Guard is governed by **applicable AFI, ANGI, Selective Retention Review Boards (SRRB) and Command Policy Memorandums (CPM)**
- Applicant must type or print in legible dark ink, **SIGN AND DATE** the application, or use **DIGITAL SIGNATURE** on the new form versions
- Include the announcement number and position title on your application
- ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONAIRE of the NGB FORM 34-1
- Use SECTION V – CONTINUATION/REMARKS to fully explain any "YES" answers, (except 9 & 10)
- A current passing Fit Test will suffice for a "YES" response to question 17
- **FAILURE** to provide this documentation will result in the application not being processed
- **E-Mail is the preferred method of application receipt**
- **Complete application packet should be in a single PDF format document**
- **Limit file size to less than 3MB (1MB or less is ideal)**
- You may paper clip your application, **Do not** staple, bind, tab, or use document protectors
- Submit only single sided copies of all application documents submitted
- Do not fax applications

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- Applications mailed in government envelopes will not be accepted
- When mailing your application it is recommended that you obtain a delivery confirmation receipt
- Applications will be accepted until 1630 of the announcement closing date

**E-MAIL APPLICATIONS TO:** [usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil](mailto:usaf.or.142-fw.mbx.jfhq-or-ac-agr@mail.mil) (preferred method)

**Place the Announcement Number and Last Name ONLY in the E-Mail Subject Line.**  
**(example: AF16-5xx – Doe)**

**Encrypted email may be sent to the address listed above**

**Secure File Upload** may be done at **AMRDEC SAFE:** <https://safe.amrdec.army.mil/safe>  
(Reference AMRDEC SAFE Guide online, **Do Not** send encrypted email via AMRDEC)

Applications can also be mailed to:

The Oregon Military Department  
JFHQ-OR-AC / AGR  
P.O. Box 14350 / 1776 Militia Way  
Salem, Oregon 97309-5047

**All applications (E-Mail or US Mail) must be received or post marked by the announcement closing date.**

*THE OREGON AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER  
SEEKING THE MOST HIGHLY QUALIFIED APPLICANTS*

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