

Oregon Air National Guard



OREGON MILITARY DEPARTMENT
NGOR-AC
P. O. Box 14350
SALEM, OREGON 97309-5047

YOU MAY EMAIL YOUR APPLICATION TO:
142.WG.JFHQ-OR-AC-AGR.ORG@US.AF.MIL

VIEW ALL CURRENT AIR JOB ANNOUNCEMENTS AT:
<http://www.142fw.ang.af.mil/Resources/Careers/>

STATEWIDE ONE TIME TOUR-MILITARY VACANCY ANNOUNCEMENT AVAILABLE FOR CURRENT AGR'S, TECHNICIAN AND DSG E9's.

ANNOUNCEMENT NUMBER: **AF21-552 Mod 1**

OPEN DATE:
8 MARCH 2021

CLOSING DATE:
15 MAY 2021

UNIT/LOCATION:

NATIONAL GUARD OREGON - AIR COMPONENT

SALEM, OREGON

POSITION:

STATE COMMAND CHIEF MASTER SERGEANT

(The 3 years One Time Tour can be performed in an AGR, Tech (GS-11) or DSG status

(Vacancy and grade contingent on resource availability)

POSITION GRADE: CMSgt

PD #: N/A

MAX MILITARY RANK AT TIME OF APPLICATION AND HIRE: **CMSgt**

GRADE/SERIES:

MIN MILITARY RANK AT TIME OF APPLICATION AND HIRE: **CMSgt**

AGR Resource

NOTES:

UMD Position:

#0070442434

- PROJECTED START DATE: **01 SEP 2021 / TBD**

POSITION AFSC: 9E000

WHO MAY APPLY FOR THIS POSITION:

THIS ANNOUNCEMENT IS OPEN TO ALL CURRENT MEMBERS OF THE OREGON AIR NATIONAL GUARD

AREAS OF CONSIDERATION:

CURRENT MEMBERS OF THE OREGON AIR NATIONAL GUARD

FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:

SECTION/SHOP SUPERVISOR: CMSgt MARK McDANIEL, 503-584-2212, DSN 355-2212

HR LIASON : SMSgt KELSEY LUDFORD, 503-584-2229, DSN 355-2229

APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.

******* PLEASE READ THIS ANNOUNCEMENT COMPLETELY *******

DESCRIPTION OF DUTIES

This position is located in the Air National Guard (ANG) State Headquarters. The incumbent serves as the ANG senior enlisted technician in the state managing the military aspects of all full time and traditional Air National Guard (ANG) enlisted members. Personnel covered by the program include ANG enlisted personnel at all ranks within the state. As the ANG Enlisted Program Manager for the state, the incumbent serves as the primary advisor and spokesperson regarding issues related to the analysis and enforcement of established policies and standards for all ANG enlisted members. Program areas managed include military issues related to readiness, performance, care, conduct, appearance, effective personnel utilization, management, training and development of all ANG enlisted National Guard Members within the state. Regularly interacts with the State Senior Enlisted Advisor. Participates in National Guard Bureau (NGB) and State level advisory councils, planning teams, project management teams and boards that require planning, development, implementation and management of critical enlisted programs that cover a wide range of topics.

MAJOR DUTIES:

1. The ANG State Command Chief Master Sergeant (CCM) advises, carries out and monitors the Air Component Commander's (ACC) organizational policies, programs and standards applicable to the ANG enlisted force. The State ANG CCMs is the ACC's key enlisted advocate and advisor on all DoD, NGB, state, and unit level enlisted policies regarding readiness, training, professional development, utilization of the force, operations tempo, standards, conduct and quality of life. The ANG State CCM provides advice, develops initiatives, policies, programs and recommendations in matters pertaining to all assigned enlisted personnel. ANG State CCMs are the key senior leadership advisor and point of contact for all assigned ANG enlisted personnel.
2. Manages, studies, analyzes and oversees the administration, coordination, planning, development, and execution of all ANG enlisted members programs with particular emphasis on readiness, morale, welfare, discipline, performance, training, awards and recognition, recruiting, equal opportunity, promotion, assignment and reassignment, administration and utilization, as they affect the service contributions of ANG enlisted personnel to the accomplishment of the state's federal and domestic missions. Provides input and recommendations to the Director of Staff and ACC in the operations and activities applicable to all functional areas of the State ANG enlisted personnel. As the ANG senior enlisted leader of the command, the ANG CCM is charged with overseeing and being the driving force behind the entire ANG enlisted training and professional development
3. Conducts studies to develop plans and programs designed to develop and maintain high enlisted esprit de corps and morale in all elements of the ANG in accordance with Air Force Handbook 36-2618 (The Enlisted Force Structure)
4. Provides general supervision of the assigned ANG enlisted force and is the functional manager for First Sergeants, ANG Wing Command Chiefs, Chief Master Sergeants, and State Honor Guard ANG programs within the state. Understands the roles and responsibilities of these programs. Establishes a process for managing and selecting members for these positions when appropriate. Provides advice to ANG Wing commanders with respect to the selection process. Guides, mentors, trains, and ensures proper utilization of ANG members assigned to these special duties.
5. Directs, advises, and coordinates with ANG NCOs and other ANG enlisted organizations, councils, groups, etc., and their representatives. Works to further the intent of ACC's programs conceived and implemented to improve enlisted morale, understanding, mission awareness, career dedication and upward mobility in the context of the overall ANG state mission as it relates to the overall mission of the ANG.
6. Establishes an ANG SNCO support channel made up of other key assigned senior enlisted leaders such as, but not limited to, other ANG CCMs, Command Functional Managers, Functional Managers, Group Superintendents, and First Sergeants. This support channel is utilized to efficiently augment and support the chain of command.
7. Counsels ANG enlisted personnel on issues outside the official military or technician chain of command. Analyzes friction indicators and determines the best means of improvement and clarification, etc., when new and far-reaching policies impact ANG enlisted personnel.
8. Develops, participates, and provides guidance in planning, publicizing and administering ANG enlisted awards, recognition, and special promotion programs. Coordinates with and advises ACC, and ANG Wing Commanders on ANG enlisted nominations for higher ANG Wing, ANG State HQ, and ANG key enlisted positions. Develops ANG programs that will enable all ANG enlisted personnel to utilize promotion possibilities, or opportunities to achieve commissioned status.
9. Evaluates, oversees, and supports ANG enlisted professional military education, state retention efforts to include professional development programs. Analyzes and determines the best course of action, in the preparation, inception and maintenance of recruiting and retention programs. Coordinates with ANG Recruiting and Retention Officer in general recruitment. Monitors the ANG Equal Employment Office in minority recruitment of qualified technicians, DSG's, and ANG AGR enlisted personnel. Oversees all ANG enlisted welfare programs that provide advice on qualifications, advancement,

APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.

******* PLEASE READ THIS ANNOUNCEMENT COMPLETELY *******

benefits, retirement, etc. Presides over ANG Enlisted Selection Boards, NCO promotion boards and NCO leadership boards. Serves as an advisor on Retention Boards for ANG Senior NCOs. Counsels and mentors ANG Senior NCOs about the enhancement and maintenance of their retention and promotion potential.

10. Makes frequent visits to organizations, units, facilities, and activities, and alerts them to the ramifications of all transactions affecting ANG enlisted personnel. Participates in various ceremonies, formal occasions, etc., as the ANG representative State Senior Enlisted NCO. Assists and/or may represent ACC to various state and national conferences, committees, meetings, ceremonies, or functions. Makes direct contact with Air National Guard Readiness Center, as required. Provides input that impacts nationally in shaping policies for the ANG enlisted force.

11. Holds frequent year-round ANG CCM calls, to disseminate information, instructions and guidance, and to accommodate, on behalf of ACC, the evaluations, estimates, suggestions, and outlooks of the ANG Senior NCO. Acts as the bridge between ACC, ANG senior staff, the ANG wing CCMSs and geographically separated unit ANG senior enlisted leaders. Serves as an active participant on ANG advisory councils and boards. Liaison to and works closely with the local community. Interacts with sister-service counterparts as required.

12. Performs other duties as assigned.

ELIGIBILITY REQUIREMENTS FOR THIS ONE TIME TOUR

- Must be a member of the Oregon Air National Guard.
- 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.

ADDITIONAL INFORMATION

- Selected members will participate with NGOR-AC during Regular Scheduled Drill (RSD).
- AGR tour lengths in the State of Oregon are governed by Director of Staff - Air
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.
- Telecommute flexibility exists in coordination with the ORANG/Commander

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

All applicants must submit the following:

- NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, **Form Version Dated 11 November 2013**
(If applying for the AGR option)
 - Announcement number and position title must be annotated on the form
 - Download the current form version from;
<https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833>
- Copy of current passing Fitness Tracker report from AFFMS II (from AF Portal, <https://www.my.af.mil/>)
- Copy of current Report of Individual Personnel (RIP) within 60 days. **Documents must show your ASVAB scores.**
 - RIP can be obtained from the virtual MPF (vMPF)
 - Select 'Record Review', and then 'Print/View All Pages'
- Copy of current AF Form 422 within 12 months
- Official Air Force Biography
- Letter of Intent for the position and your top three priorities for the ORANG
- Last three Enlisted Performance Reports

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

ORANG - Air Technicians interested in a one-time AGR tour:

- Selection for the advertised position does not constitute acceptance into the AGR program.

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 **DIGITALLY SIGN**
- ALL APPLICANTS Must FULLY complete SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE of the NGB FORM 34-1
- Use SECTION V – CONTINUATION/REMARKS to fully explain any "YES" answers, (except 9, 10 & 17)
- **FAILURE** to provide this documentation will result in the application not being processed
- **E-Mail is the preferred method of application receipt**
- **All documents must be consolidated into a single PDF, in the order listed above, with the announcement number and last name as the file name (example: AF21-5XX - Doe). Do NOT use the portfolio feature. Documents that cannot be combined due to digital signatures should be attached separately following the same naming convention ("AF21-5XX – Doe – OPR1")**
- Limit file size to less than 5MB
- 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 the announcement closing date

Email applications to 142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil (preferred method). Place the Announcement Number and Last Name ONLY in the E-Mail Subject Line. (example: AF21-5XX Doe) Encrypted email may be sent to this address.

Applications can also be mailed to:

The Oregon Military Department
NGOR-AC / AGR - Air
P.O. Box 14350; 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

APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.

******* PLEASE READ THIS ANNOUNCEMENT COMPLETELY *******