



STATE OF DELAWARE
 DELAWARE NATIONAL GUARD
 COUNTERDRUG TASK FORCE
 1150 POWERS LANE
 DELAWARE CITY, DELAWARE 19706



NGDE-MSD-CD

10 January 2025

~~MEMORANDUM THRU Assistant Chief of Staff (NGDE-ACS), 1 Vavala Way, New Castle, DE 19720-2417~~
 WOLHAR.JAIME.
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FOR HRO (NGDE-HRO-AG), 1 Vavala Way, New Castle, DE 19720-2417

SUBJECT: Full-Time National Guard Duty for Operational Support (FTNG-OS) Tour
 Request for Counterdrug Task Force Support

1. Reference AR 135-200, Chapter 6, and DEARNG Policy Memorandum 25.
2. Request Full-Time National Guard Duty Operational Support (FTNG-OS) tour for one DEARNG Soldier (min: E7 Max: E7), posting is non-MOS specific.
 - a. Unit: Counterdrug Task Force
 - b. Duty Location: 1150 Powers Ln, Scannell Armory, Delaware City, DE 19706
 - c. Immediate Supervisor- CPT Amanda Perry, (302)-326-7755
 - d. Tour Dates: 01 April 2025- 30 September 2025
 - e. Length of Tour: Estimated 183 days (contingent upon funding)
 - f. Field Conditions: No
 - g. Per Diem: No
 - h. Billeting: No
 - i. BAH: Yes
 - j. Rations: No
 - k. Travel: Command to pay travel, as required
 - l. Dependent Travel Authorized: No
 - m. Rental Car Authorized: No

n. COLA: Based on Soldier's Permanent Duty Station for duty over 140 days. (FMR Volume 7a, Chapter 67, Table 67-1).

3. Duties and Responsibilities: The Delaware Counterdrug Task Force (DE-CDTF) is seeking to fill one position with a highly qualified individual. This individual will be the Senior Enlisted Advisor (SEA) for the DE-CDTF and will advise the Counterdrug Coordinator (CDC) on operational, budget and administrative matters. Support operations include but are not limited to:

a. Assist in planning, coordinating and supervising personnel and activities that support the DE-CDTF mission.

b. Advise the CDC on enlisted Soldier matter to include duty assignments, promotions, awards, welfare and recreational activities, human relations, equal opportunity and alcohol or drug related concerns.

c. Provide counsel and guidance to subordinate personnel.

d. Prepare and maintain an order of merit list for schools and courses, ensuring personnel are qualified and prepared to attend.

e. Plan, maintain and execute an annual funding budget more than \$1.5 million which includes but is not limited to: building and maintaining annual budget spreadsheets, individual cost factors, projecting travel and training budget, projecting annual IDT and AT reimbursement expenses for personnel, plan Air Days needed to maintain Air Guard personnel on orders and project OMNG funds annually.

f. Work closely with USPFO and NGB J-32 Resource Management section to ensure that a 98% funding execution is met annually.

g. Conduct quarterly budget recons with USPFO and Joint Staff Budget analyst.

h. Track and manage the DE-CDTF Asset Forfeiture account.

i. Review orders in DAMPS.

j. Have an in-depth knowledge of Defense Travel System (DTS).

4. Qualifications and Requirements:

a. The individual must be a highly motivated Soldier who possesses the following:

- (1) Must be a graduate of the U.S Army's Senior Leader Course (SLC).
 - (2) Must have held an E7 NCO Leadership position.
 - (3) Preferred civilian experience: post-secondary education in criminal justice, criminology or data analytical field. Previous law enforcement employment or professional internship in public safety.
 - (4) Experience working with Law Enforcement Agencies/ Offices is strongly desired.
 - (5) Previous experience working with youth/adults in a training environment and/ or Instructor Qualified desired.
 - (6) Strong computer skills to include data analysis and experience in administrative duties, along with excellent oral and written communication skills.
 - (7) Branch qualified and must possess a current military and civilian driver's license.
- b. Interested Soldiers must submit a Memorandum for Record (MFR) in accordance with AR 25-50 on why you desire to be in the Counterdrug Program, why you would make a good fit for the team and what separates you from other applicants.
 - c. Personnel must receive a written recommendation from their unit commander.
 - d. Provide NCO Evaluation Report covering last 36 months.
 - e. Provide Biographical Sketch IAW NGR 600-200.
 - f. Provide SLC 1059 (or MLC if completed).
 - g. Security Clearance: Secret and NALC required.
 - h. ARNG Personnel must meet retention standards as set forth in AR 40-501 Chapter 3 and Chapter 10.
 - i. Must be able to work a flexible schedule to include weekends, overnight missions and extensive travel.
 - j. Urinalysis testing is required upon entry into active duty, and personnel are

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subject to periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/ IAD under ARNG/ANG Substance Abuse programs.

k. Requirement to continue attendance at IDT/IAD/AT for ARNG while on FTNGD CD.

l. Criminal records check and/or security screening must be completed by all selected for hire before coming on Counterdrug orders.

m. Standards of Conduct: National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7R. They are required to uphold the highest of standards of conduct and personal appearance.

n. Outside employment, associates and off-duty conduct/ activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval of CDC according to CNGBM 3100.01 (dtd 30 July 2021).

o. Service member will go through the full board process and once selected, will need to stay in good standings to keep selection for hire on anticipated start date. If Service member fails to stay in good standings the position will be offered to the next qualified Soldier on the OML.

5. Incomplete packets will be returned without action. Point of contact for this action is CPT Amanda Perry, Counterdrug Coordinator, at (302) 326-7755 or Amanda.L.Perry28.mil@army.mil.

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AMANDA L. PERRY
CPT, MP, DEARNG
DE Counterdrug Coordinator