



# Delaware Army National Guard

## Active Guard Reserve (AGR)

### Position Vacancy Announcement

#### SECTION I: ADMINISTRATIVE

Authority: Title 32 USC 502(f), AR 135-18, NGR 600-5

<b>Position Title:</b>	<b>Position Number:</b>	<b>Open Date:</b>	<b>Close Date:</b>
<b>MOS/Branch Required:</b>	<b>MIL PARA/LIN:</b>	<b>Minimum Grade:</b> <b>Maximum Grade:</b>	
<b>AGR BRANCH CONTACT INFORMATION</b>		<b>DUTY LOCATION</b>	
Email: <a href="mailto:NG.DE.DEARNG.MBX.HRO-AGR@MAIL.MIL">NG.DE.DEARNG.MBX.HRO-AGR@MAIL.MIL</a> Telephone: (302) 326-7806 or (302) 326-7476			

#### SECTION II: POSITION CONSIDERATIONS

- Zone 1     Restricted Statewide (On-Board DEARNG Active Guard Reserve (AGR) Soldiers Only)
- Zone 2     Unrestricted Statewide (DEARNG AGR & Traditional Soldiers)
- Zone 3     Nationwide (Soldiers eligible to become a member of the DEARNG)

#### SECTION III: DUTIES AND RESPONSIBILITIES OF POSITION

#### SECTION IV: PROGRAM ENTRY QUALIFICATIONS

For initial entry and subsequent assignment in the Full-Time Military Title 32 Section 502(f) Active Guard Reserve (AGR) Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet the standards prescribed IAW NGR 600-5, AR 135-18, AR 40-501, AR 600-9, and AR 600-10

- Current Warrant Officers must hold a MOS of 420A with successful completion of the Warrant Officer Basic Course (WOBC).
- Soldiers with an approved Pre-Determination Packet (PDP) for MOS 420A and Certificate of Eligibility (COE) are eligible to apply.
- Soldiers without an approved PDP or COE must meet all 420A minimum qualification requirements. (see attached minimum prerequisites fact sheet).
- Soldiers must have a current, passing Army Physical Fitness Test (APFT) and meet Army Body Composition Standards prescribed in AR 600-9 prior to submission of application.
- Soldiers must not be under suspension of favorable personnel actions (flagged) per AR 600-8-2.
- Soldiers must possess a valid security clearance required for the grade, MOS/AOC and duty position.
- All Soldiers must meet the medical fitness standards for retention per AR 40-501.
- Soldier must meet other eligibility requirements for AGR service IAW the provisions of AR 135-18 and NGR 600-5.

The Delaware National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color, and national origin as such all applications for this position will receive equal consideration.



# Delaware Army National Guard

## Active Guard Reserve (AGR)

### Position Vacancy Announcement

#### SECTION V: INSTRUCTIONS FOR APPLYING.

All applications will be delivered to the DENG HRO-AGR Office via email. Failure to submit all required documents as outlined below will result in your application not being considered for employment. A lack of required documentation requires the applicant to submit written justification to certify the eligibility.

**The documents listed will be submitted as a minimum where applicable. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the document missing with a short explanation necessary to certify the Soldier as eligible. Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for the position.**

- DENG AGR (Army) Applicant Worksheet.
- NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position).
- DENG Point of Contact Form.
- Copy of state and military driver's license.
- Most recent Individual Medical Readiness (IMR) Record. The IMR must be dated within the last 12 months to be valid.
- Last five (5) Officer/Noncommissioned Officer Evaluation Reports (OER/NCOER).
- Letters of recommendation or performance evaluation
- Officer/Enlisted Record Brief (ORB/ERB) with ASVAB scores annotated.
- DA Photograph in military uniform taken within the last 24 months or 12 months for AGR (E6 and above only).
- Security Clearance Verification Memorandum.
- Statement of all active service performed. The following documents are acceptable –
  - Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)). For other services, equivalent retirement points statement.
  - Certificate of Release/Discharge (DD Form 214, DD Form 220(s) and any accompanying DD Form 215(s) if applicable).
- RCAS APFT history printout. (Must have current test within 12 months or 6 months if AGR).
- RCAS HT & WT history printout. (Must attached DA Form 5500-R or DA Form 5501-R if applicant does not meet HT & WT standards, must be within 6 months prior to closing date of announcement).
- Current Physical profiles (DA Form 3349) for medical and physical limitations. (If applicable).
- Standard Form 181 (Ethnicity and Race verification).
- Biographical Sketch.

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

- Blank forms can be located on the AGR SharePoint site (Active Guard Reserve (AGR) Branch - Application Forms) and the Delaware National Guard Website (DNG Website).
- Applications must be typed or printed in legible dark ink, signed and dated. Incomplete application packages (i.e. failure to explain "yes" answers in Section IV on the NGB 34-1) will not be processed for board consideration.
- Applications will be submitted to NG.DE.DEARNG.MBX.HRO-AGR@MAIL.MIL as one (1) attachment no later than 1630hours of the closing date of the announcement.
- Failure to follow the instructions in this announcement will result in packet disqualification.

#### SIGNIFICANT INFORMATION PERTAINING TO THIS POSITION

- Security Clearance: Must have or be able to obtain the level of security clearance required by applicable regulations and directives but not lower than SECRET.
- Drivers License: Must possess state drivers license and be qualified to operate military vehicles which are organic to the unit.
- Soldiers selected for this position that are not 420A qualified will be required to attend WOMOS qualification within 24 months of accession into the AGR Force. Failure to meet this criteria will result in removal from the position unless an exception is granted by the TAAG, Army.
- Soldier without a PDP/COE must meet all 420A minimum qualification requirements. (see attached minimum prerequisites fact sheet).
- Military Grade Limitation: Military grade shall not exceed CW3/W3.
- If M-Day Soldier is selected for this position, they will not be assessed into the AGR program until 1 October 2020 as the effective date however, contingent upon funding, the Soldier may be brought in on ADOS for transition purposes no earlier than 1 September 2020.

#### LENGTH OF TOUR/PROBATIONARY PERIOD

AGR Soldiers will not be promoted into a position other than the one they were hired for nor reassigned during the first 18 months of their initial tour except in the event of mobilization, force structure changes, or command directed reassignments. All Soldiers selected for service in the AGR program will be evaluated for their potential for continued active service during their initial three (3) year probationary period. Soldiers must meet the requirements for service as a Recruiter or member of the Civil Support Team to be considered for AGR service past their initial tour. In their second and future tours, Soldiers should expect to be ordered to serve as a Recruiter, as a member of the Civil Support Team, or in other broadening assignments. The DEARNG may terminate a Soldier's employment for any reason during the probationary period. Soldiers who do not achieve an acceptable level of performance may be released IAW NGR 600-5. Soldiers who voluntarily separate from the AGR Program are not eligible to re-enter for one year from date of separation.

**(420A) National Guard - Minimum prerequisites:**

- Grade: SGT or above – SGT applicant's packets must meet the prerequisites shown below. ALC/BNCOC, evaluation and experience requirements will not automatically be waived due to a SGT's recent DOR.
- Soldiers with an approved Pre-Determination Packet (PDP) for MOS 420A and Certificate of Eligibility (COE) are eligible to apply. Soldiers without an approved PDP or COE must meet all 420A minimum qualification requirements.
  - MOS: Applicants must have a Primary MOS (PMOS) of 42A.
  - Applicants that have served successfully as a Readiness NCO with strong HR comments documented in evaluations will be taken into consideration as long as all other prerequisites are met.
  - Full-time Unit Technicians (GS/AGR) – Consideration will be given to applicants with at least 5 years of outstanding documented and evaluated HR experience. Copies of evaluations documenting HR experience must be submitted.
  - Applicants, at a minimum, must be a 42A ALC/BNCOC Graduate. A waiver may be granted by the CWOAGC/AG Proponent Warrant Officer on a case-by-case basis for successful completion of the Adjutant General School's Brigade S1 Course and/or the Human Resources Plans and Operation Course and/or the Human Resources Management Qualification Course.
  - Civilian Education: 30 semester hours of college with a minimum of six (6) semester hours College Composition from an accredited academic institution. Speech and public speaking courses are not considered as meeting this requirement even if administered by the English department of an institution. Successful completion of the CLEP College Composition examination in English or an undergraduate degree are the only acceptable alternatives. Transcripts comprised of only military training credit are not acceptable. The Department of Education maintains a database of accredited postsecondary education institutions and programs at <http://ope.ed.gov/accreditation/>.
  - Experience: Possess a minimum of 4 years HR operational experience, of which 24 months specifies leadership experience supervising Soldiers in HR operations, documented on NCOERs.
  - DA Form 705, Army Physical Fitness Scorecard. DA Form 5500 must also be submitted when applicant does not meet weight requirements.
  - Official DA Photo

**Preferred prerequisites:**

- Associate Degree from an accredited college or university.
- Documented computer training as evidenced on official transcripts or training certificates.
- Demonstrated MS Office Proficiency (Word, Excel, Access, Outlook, and PowerPoint).
- Professional certifications (i.e. MS Office, PHR, PMP)