



DEPARTMENT OF THE ARMY  
DELAWARE NATIONAL GUARD  
JOINT FORCE HEADQUARTERS  
1 VAVALA WAY  
NEW CASTLE DE 19720-2417

NGDE-PE

1 June 2026

MEMORANDUM THRU Assistant Chief of Staff, NGDE-CS, 1 Vavala Way, New Castle, DE 19720-2417 MARZOUCA.PATRICK.ABRAHAM.1386499418  
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FOR HRO (NGDE-HRA), 1 Vavala Way, New Castle, DE 19720-2417

SUBJECT: Full-Time National Guard Duty (FTNGD) Operational Support Tour for Yellow Ribbon Reintegration Program (YRRP) Coordinator

1. Reference: AR 135-200, Chapter 6 and DEARNG Policy Memorandum 25
2. Request for Full-Time National Guard Duty tour for one (1) Soldier pay grade of E6 to E8, WO1 to CW3, or O1 to O3.
  - a. Unit: DEARNG ELE JFHQ, G-1
  - b. Duty Location: 1 Vavala Way, New Castle, DE 19720-2417
  - c. Immediate Supervisor: MAJ Robert C. Knauer, 302-326-7013
  - d. Tour Dates: 1 July 2026 to 30 September 2026
  - e. Length of Tour: Estimated 90 days (**Contingent upon funding**)
  - f. Field Conditions: No
  - g. Per Diem: No
  - h. Billeting: No
  - i. BAH: Yes
  - j. Rations: No
  - k. Travel: No
  - l. Dependent Travel Authorization: No
  - m. Rental Car Authorized: No

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n. COLA: Based on Soldier HOR for duty over 140 days; reference JFTR, Vol1, Chapter 8, paragraph U8038

3. Soldier Qualifications:

a. Experience Required: Previous instructional, facilitation, or military training experience is highly preferred. Selectees must demonstrate proficiency with collaborative office suites (including Microsoft 365, PowerPoint, Word, Excel, and Teams) to develop presentations, track metrics, and manage event logistics.

b. Skills/qualifications required: Selectee must have a working knowledge of the military contract process. Deployment experience is helpful but not necessary. Applicants should be able to communicate a clear understanding of the Yellow Ribbon programs.

c. Minimum Military and Civilian Education Required: MOS/Branch immaterial.

d. Must have the eligibility to obtain a Secret clearance.

e. Passing score required on most recent AFT and must meet height and weight standards IAW AR 600-9 dated within 6 months from the closeout date on the announcement.

4. Project justification:

a. Plan, coordinate, and execute all aspects of the Yellow Ribbon Program. Assist the leadership in providing all required briefings in each phase of the deployment cycle.

b. Become the subject matter expert regarding ARNG Reunion and Reintegration activities in addition to all well-being programs within their assigned area of responsibility.

c. Provide necessary assistance to units and/or individuals to ensure the accomplishment of all Deployment Cycle Support (DCS) tasks during the appropriate phases of the deployment cycle.

d. All other duties as assigned.

5. POC for this memorandum is MAJ Knauer, Robert at robert.c.knauer.mil@army.mil or (302) 326-7013.

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COL, SC, DEARNG  
Deputy Chief of Staff, Personnel