



DEPARTMENTS OF THE ARMY AND AIR FORCE

JOINT FORCE HEADQUARTERS-MONTANA

P.O. Box 4789 (1956 MT Majo Street)

Fort Harrison, Montana 59636-4789

MONTANA ARMY NATIONAL GUARD

Active Guard Reserve (AGR) Job Announcement

Job Announcement #: ARNG 22-22

OPENING DATE: 20 January 2022

CLOSING DATE: 18 February 2022

POSITION: Assistant Professor of Military Science (APMS) OTOT

DUTY MOS: 01A00

MIN GRADE: CPT/O-3

MAX GRADE: CPT/O-3

ORGANIZATION: Recruiting and Retention Battalion

LOCATION: Missoula, MT at U of M

SELECTING OFFICIAL: LTC Bleile

POINT OF CONTACT FOR DUTY DESCRIPTION: CPT Cooper, at 406-324-3254 or

william.d.cooper46.mil@army.mil

PERSONNEL ELIGIBLE FOR CONSIDERATION: This position is open to those eligible to become members of the Montana Army National Guard. *AGR's under initial stabilization may apply.* In accordance with the Army Direct Combat Probability Code this is a gender neutral position. Applicants must be able to obtain a SECRET clearance in order to apply. Minimum grade to apply for the position is CPT/O-3. Applicant must become Army Instructor Qualified. Applicant must meet the additional requirements of Suitability Criteria for Military Personnel in Specified Positions outlines in Army Directive 2018-16. Applicants are not required to be MOS qualified. Applicants must have had a successful Company Command and completed Captain Career Course.

GENERAL INFORMATION: This position is in the Full Time Military Force (FTM) – Active Guard/Reserve (AGR) Program. This tour is for 36 months. On board AGRs will be stabilized for the 36 month before moving to a new position. Area II applicants will be placed on a One Time Occasional Tour (OTOT) AGR order for the 36 months and continued service in the MTARNG AGR program is neither implied nor guaranteed.

ELIGIBILITY REQUIREMENTS: To be eligible for this position you must meet all eligibility requirements as of the closing date. Applications will be screened against the criteria stated in AR 135-18, AR 40-501, DA Pam 611-21, and NGR 600-5. Applications meeting the screening criteria will be forwarded to the selecting official for consideration. Applications not meeting the screening criteria will not be considered and applicants will be notified in memorandum format. Applicants who qualify under AR 135-18 Table 2-1, but have a waivable disqualification under Table 2-2, will attach a request for the appropriate waiver to their applications. Applicants under stabilization in accordance with NGR 500-3, NGR 600-5, or MTARNG Title 32 AGR Reassignment Stabilization Policy will attach a request for waiver(s) with their applications.

APPLICATIONS WILL CONSIST OF THE FOLLOWING DOCUMENTS

Area I applicants, current members of MTARNG AGR Program:

- a. Letter of intent for consideration.
- b. Biographical Sketch IAW NGR 600-200 Figure G-3.
- c. Current MEDPROS, Individual Medical Readiness (IMR) printout.
- d. Officer Record Brief (ORB/SRB).
- e. Height/Weight Certification IAW AR 600-9.
- f. Most recent DA Form 705 (APFT Scorecard) IAW AR 350-1 and FM 7-22.
- g. Last five DA Form 67-10, Officer Evaluation Reports. (Draft formats will not be forwarded.)
- h. DD Form 369 – Police Record Check.
- i. Completed and Signed Certification on Non-Disqualification for POSTA Memorandum (Attached)
- j. Missing and/or expired documents should be addressed in a brief detailed statement on a Memorandum for Record (MFR).
- k. Stabilization waiver request (if applicable).
- l. Unsolicited documentation, to include Letters of Recommendation, will not be forwarded.

Area II and Area III applicants, all others:

- a. Letter of intent for consideration
- b. NGB Form 34-1, Application for Active Duty Guard/Reserve (AGR) Completed and Signed.
- c. Officer Records Brief (ORB/SRB).
- d. Current MEDPROS, Individual Medical Readiness (IMR) printout.

- e. Copy of temporary and/or permanent profiles (DA Form 3349), if applicable.
- f. Most recent DA Form 705 (APFT Scorecard), IAW AR 350-1 and FM 7-22. (APFT date must be within 6 months to come on orders.)
- g. Height/Weight Certification IAW AR 600-9.
- h. Last five DA Form 67-10, Officer Evaluation Reports. (Draft formats will not be forwarded.)
- i. NGB Form 23B, Retirement Points Record.
- j. All DD Form 214's and NGB Form 22's from previous periods of active or reserve service (must show RE code, reason for discharge, and type of discharge) and/or DD form 1506 which document all prior active service.
- k. New DD Form 369 – Police Record Check
- l. Completed and Signed Certification on Non-Disqualification for POSTA Memorandum (Attached)
- m. Unsolicited documentation, to include Letters of Recommendation, will not be forwarded.
- n. Missing and/or expired documents should be addressed in a brief detailed statement on a Memorandum for Record (MFR).

INSTRUCTIONS FOR SUBMITTING APPLICATION:

Emailed packets are preferred. Excess documentation will be removed. Soldiers who fail to comply with the following procedures will be notified in memorandum format. Incomplete or late application packets will not be forwarded to the Selecting Official. Application packets become the property of the MTARNG and will not be returned. The point of contact for the application process is CW2 Benson who can be reached at 406-324-3248 or by email at david.l.benson40.mil@army.mil. Application packets may be:

- a. **Hand-carried:** must be received by the HRO, AGR Branch no later than 1630 hrs. on the closing date;
- b. **Mailed:** must be received by HRO-A no later than 1630 hrs. on the closing date. Mail to JFHQ-MT, ATTN: NGMT-HRO-AGR, 1956 Mt Majo Street, P.O. Box 4789, Fort Harrison, MT 59636-4789;
- c. Or, **e-mailed:** must be in PDF format in no more than 2 attachments. Emailed packets should not exceed 12MB. All emails received will get a response from HRO stating packet has been received. Any other document format (i.e. TIFF, JPG, DOC, XFDL, etc.) will not be processed. If you are unable to meet this requirement, submit in accordance with a. or b. above. Emailed applications must be received prior to 2400 hrs. Mountain Standard Time on the closing date.
Email to ng.mt.mtarng.list.j1-agr-applications@army.mil.

SELECTION PROCESS: After interviews are conducted, the Selecting Official rates applicants in order of precedence and forwards to HRO-A. Upon approval, official notification selection or non-selection will be made by HRO-A.

CONDITIONS OF ACCEPTING THIS POSITION: This position is a One Time Occasional Tour (OTOT) in the Full Time Military Force (FTM) – Active Guard/Reserve (AGR) Program. This OTOT will be for a period of 36 months. Selection for this position will not constitute entitlement to career status upon completion of OTOT. Selected applicant will be required to submit a completed NGB 34-3 (Certificate of Agreement and Understanding OTOT). Permanent Change of Station (PCS) expenses may be authorized. This position requires travel; AGR Soldiers are required to have a Government Credit Card.

EQUAL OPPORTUNITY: The Montana National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.

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 // HQ MTNG //
 // OFFICIAL //
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 TIMOTHY G. CROWE
 COL, MTANG
 Human Resources Officer

POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY (POSTA) REQUIREMENTS

Note: Applicants for POSTA positions must meet all requirements listed below prior to becoming eligible for acceptance into the AGR program. If Applicants have favorable results in all State Level Checks, they can be hired in a temporary ADOS status until NGB Level Checks are returned with favorable results.

State Level Checks/Requirements (COL (O6) Appointing Authority):

- Must be able to produce a favorable National Agency Check with Law and Credit (NACLC).
- Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424).
- Must not be listed on the National Sex Offender Public Website, (<http://www.nsopw.gov>) verified and signed by the interviewing agency.
- Must provide written consent that authorizes Department of Defense to access criminal history record information for POSTA and receive favorable results from the Nationwide FBI Database digital fingerprint capture system check. This check is completed by the State Security Manager.
- Must complete a DD Form 369 for use in Police Records check.
- Must complete, and provide, a favorable Behavioral Health Interview (DA Form 3822).

NGB Level Required checks (POC ARNG-GSS/HRP):

- Must have favorable results, showing no Type I or Type II offense, as listed above:
 - o Department of Army Inspector General (DAIG)
 - o Criminal Investigation Division (CID)
 - o Office of Military Personnel File including Restricted Fiche Review (OMPF)
 - o Army Substance Abuse Program (ASAP)

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1956 Mt Majo Street, P.O. Box 4789
Fort Harrison, Montana 59636-4789

Date: _____

MEMORANDUM FOR JFHQS-MT, ATTN: HRO-A, 1956 Mt Majo St, Fort Harrison, MT 59636

SUBJECT: Certification on Non-Disqualification for Positions of Significant Trust and Authority (POSTA)

1. I certify I have read Annex B: Type I and Type II Reports of Unfavorable Information or Offenses to HQDA EXORD 193-14. I understand I must not be disqualified to hold a POSTA assignment under Annex B in order to be assigned to the position, JVA ARNG _____ for which I am applying. I also certify, to best of my knowledge, I am not disqualified from holding this position. I further understand if I am selected for the position and found to be disqualified, I will immediately be removed from the position and released from the AGR Program.

2. I have had an opportunity to contact the JAG office at 406-324-3325 to address any questions or concerns I have with passing the screening criteria and information addressed in Annex B.

Name: _____
(Print & Sign)
Rank: _____, MTARNG
Applicant