



District of Columbia Army National Guard

AGR Announcement

23-029



IN ORDER TO RECEIVE CONSIDERATION APPLICATION MUST BE FORWARDED TO: NORRELLE.P.COMBEST.MIL@ARMY.MIL / BILLIE.C.GOULD.MIL@ARMY.MIL	OPENING DATE: 06 September 2023	CLOSING DATE: 06 October 2023
	Position Title: AGR Manager Max Grade: CW4/ MAJ (04) Min Grade: W01*/ CPT (03) Selectee will be assigned to a compatible military position of: 00A. *W01 must be currently eligible for CW2 promotion (as of 1 October 2022) *QUALIFIED APPLICANTS FROM ANNOUNCEMENT 23-015 WILL STILL BE CONSIDERED*	
	Appointment Status <input type="checkbox"/> Enlisted <input checked="" type="checkbox"/> Warrant Officer <input checked="" type="checkbox"/> Officer	
Position Location: Human Resource Office - Joint Force Headquarters 2001 E Capitol St SE, Washington, DC 20003	AREA OF CONSIDERATION: GROUP III All individuals eligible for entry into the DCARNG (Nationwide Announcement)	
INSTRUCTIONS FOR APPLYING: This office will NOT accept mailed applications. You must send applications electronically. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u> AGR REQUIRED DOCUMENTS (in 1 email attachment): <ol style="list-style-type: none">1.) NGB 34-1 Application for AGR Position with original signature https://www.ngbpmc.ng.mil/Forms/NGB-Form/2.) Separate sheet of paper with email address and additional point of contact number(s) SM and 2 references3.) Copy of last five OERs/NCOERs (<i>as applicable</i>)4.) MEDPROS printout with date of current PHA and PULHES included (<i>within 12 months</i>)5.) Copy of Medically Signed/Completed Medical Profile (<i>as applicable</i>)6.) Current copy of DA 705 (<i>within 6 months</i>) * If body fat information is not included on DA 705, a DA 5500-R/5501-R is required.7.) Current Certified Board ERB/ORB (Must be certified by RNCO within 12 months)8.) Current copy of NGB 23b (RPAM Statement). (<i>Within 12 months</i>)9.) Copy of all DD 214s10.) Copy of State driver's license and military driver's license.11.) Letter(s) of recommendation (<i>optional</i>)12.) A current Security Verification Memorandum with at least a Secret Clearance level (within 90 days of closing date) *All documents must be consolidated into a single pdf file. DO NOT put in PDF Portfolio format. Save applications in the following format: MVA number, Rank, Last name, First name, Middle Initial. Ex: 23-015 – SGT DOE, JOHN A Email subject will be in the same format.		
Conditions of Employment: National Guard Membership: Prior to appointment to this position, selectee must be a member of the District of Columbia Army National Guard. Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit.		
Evaluation Process: Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. Incomplete applications will not be considered. It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.		
Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization. Reference: NGB Regulation 690-600 and ANGR 40-1614.		



The District of Columbia Army National Guard



DC is an Equal Opportunity Affirmative Action Employer
This announcement must be posted until the day following the closing date.

Announcement Number: 23-029
Position: AGR Manager
Position Description: Responsible for managing all actions for both Army and Air Active Guard Reserve component personnel. Serves as the final reviewer of actions which may include, but are not limited to accessions, promotions, transfer, boards, promotion eligibility; retirement eligibility and actions that affect eligibility of education or incentive benefits other duties as assigned. Complex cases, of allegation, inequitable, prejudiced or similar treatment (e.g., issues of fraudulent enlistment or assignment or assignment; removal of military member from active or inactive status). Research and obtains all necessary relevant information regarding cases and issues and provides explanations and interpretations of rules, regulations, procedures, and requirements pertaining to actions taken or recommended. Drafts or prepares related correspondence for appropriate signature and enters data in automated systems, as needed. Retrieves data from information source, both manual and electronic, for use in answering questions, responding to correspondence, or preparing reports or briefings. Provides advice and guidance to other personnel on actions in areas of expertise, as well as advice, instructions, and interpretations, as needed to lower echelons. Advises management on all adverse or disciplinary actions for AGR Soldiers and Airmen. Performs other duties as assigned. Works closely with all levels of management and NGB as it relates to authorizations and control grades. Responsible for maintaining state end strength for both Army and Air AGR programs. Works all actions that pertain to AGR members from appointment to retirement. Responsible for representing the AGR program at all resource policy council (RPC) meetings and any other meeting involving AGR personnel. Coordinate AGR service member actions for the Military Personnel Officer. Develop, publish, and implement the following personnel management programs to include but not limited to career development and management, nomination and selection procedures, AGR continuation boards, separation, orientation, and utilization.
Qualifications: <ol style="list-style-type: none">1. Must be able to retain a SECRET security clearance.2. Must meet physical fitness standards in IAW AR 600-9.3. Must continue to meet requirements of AR 135-18 and NGR 600-5.4. All applicants are subject to a state background check prior to the start of the AGR tour.5. Must meet the minimum requirements to obtain the 42A MOS.
Eligibility Requirements: <ol style="list-style-type: none">1. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date separations.2. Must meet the military and civilian education requirements that has not been waived by the approval authority.3. Soldiers must be able to receive a favorable suitability screening during the accessions process as outlined in applicable service component regulations.4. Prior to entry on AD or FTNGD in the AGR Program, must be medically certified as drug free, be tested negative for Human Immunodeficiency Virus (HIV), per AR 40-501 and AR 600-110.5. Must meet all eligibility requirements in accordance with AR 600-9, AR 40-501, AR 135-18, and NGR 600-5.6. IAW AR 135-18, Table 2-3, Rule H, if the applicant does not meet the entry requirements defined in Table 2-1 and Table 2-2, the disqualification must be waived by the proper authority (if applicable).
AGR Employment Points of Contact: HR Specialist: SPC Gould Billie / billie.c.gould.mil@army.mil / 202-685-9767 Army AGR NCOIC: SFC Norrelle Combest, Norrelle.p.combest.mil@army.mil / 202-685-9767 (DSN 685-9767)