DISTRICT OF COLUMBIA ARMY NATIONAL GUARD
AGR VACANCY ANNOUNCEMENT

ANNOUNCEMENT #: 25-023

All individuals eligible for entry into the DCARNG (Nationwide Announcement)

Position: **Communications Chief** Para/Lin: 04/001 Position # 3171497	**Minimum Rank/Grade:** SSG/TSgt/E6	**Maximum Rank/Grade:** SFC/MSgt/E7

MOS/AOC: 25U	**Unit/Location:** 33rd Civil Support Team (WMD) 2001 East Capitol St SE Washington, DC 20003	**Opening Date:** 25 JUNE 2025	**Closing Date:** 23 JULY 2025

DUTIES AND RESPONSIBILITIES:

The 33rd Civil Support Team (CST) is required to respond on a 90 minute no notice recall and participates in at least 12 CBRN exercises and various NSSE's throughout the year. Plans, Supervises, coordinates, and provides technical assistance for computer systems and IT networks in garrison and during Civil Support Team real-world missions, providing support to the Incident Commander, CST Members, and local, state, and federal agencies. Operates and Maintains the Unified Command Suite (UCS) in support of 33rd CST responses and training missions. Performs senior level Network Administrator (NA) functions as well as advance level computer equipment (CE) support on secure (SIPR) and non-secure (NIPR) networks. Assists in data system integration and provides support for the DC in unclassified and classified networks. Supervises account management, network rights, and access to NE systems and equipment. Implements response actions in reaction to security incidents. Plans and executes the unit level computer life cycle program. Develops and provides the IT network in the TOC and assists in the planning, configuration, management, and monitoring of the WAN/LAN and Radio Assets. Assists in the development of NETOPS policies and standard operation procedures (SOP). Participates in the development of continuity of operations plans (COOP) and tactical standard operating guidance (TACSOG). Briefs and advises staff and operational personnel on IT matters. Coordinates high level or contractor support maintenance for assigned equipment. Additional responsibilities include serving as the Information Assurance (IA) representative for the unit, performing CBRN and HAZMAT tasks at the Technician level inside the cold, warm, and hot zones, and serving as the Alternate COMSEC Hand Receipt Holder. Additional responsibilities will be assigned as required. First year on-line training requirements include: IS 100.b Intro to IC, IS 200.b ICS for Single Resources, IS 700.a Intro to NIMS, and HAZMAT Awareness. First Year resident course requirements include: Civil Support Skills Course (CSSC), Unified Command Suite (UCS) Basic Course, Network Technician 1 (CompTIA), Cyber Security Fundamentals and ADT 1.

Mandatory Requirements and Skills at Time of Application:

1. This position requires a TOP SECRET/SPECIAL COMPARTMENTED INFORMATION (TS/SCI) and associated background check. Applicants must have a minimum security clearance of SECRET and obtain a TOP SECRET security clearance within 1 year of assignment.
2. Must be fully MOS qualified or obtain MOS qualification within 1 year of assignment.
3. Must possess a valid State driver's license.
4. Must be able to pass a Physical Fitness Test, Ht/Wt screening, an OSHA physical, and Personal Protective Equipment test (IA W DA Pam 40- 8) administered by the 33rd CST within 30 days of AGR tour start date.
5. Must be able to complete the Civil Support Skills Course (CSSC) with 6 months of AGR tour start date.
6. Only E-6 or E-7 may apply and must possess the required MOS level authorized for the AGR duty position.

Documents from Applicant in Addition to AGR Application Checklist (Page 4):

1. Formal explanation for any discrepancy listed in your official military records. Must be in memorandum format IAW AR 25-50, For the President of the Selection Board. Cannot be for a "bad" NCOER.

OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED:
1. Copy of any Certificate of Training that is not listed on ORB.
2. Copy of special skill certification or license that is pertinent to the position.
3. Recommendation letters from current or previous employers, commanders, organizations etc.

PREFERRED APPLICANTS WILL POSSESS THE FOLLOWING SKILLS/ATTRIBUTES:

1. Completed Civil Support Skills Course
2. Completed UCS Basic Course
3. CCNA Certification
4. CASP+ Certification
5. CySA+ Certification

SPECIAL INSTRUCTIONS:

1. Applicants will have their medical records screened by the 33RD CST Physician Assistant prior to selection.
2. Selectee must undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty. The WMD-CSTs are included in the testing rotation under the local Alcohol and Drug Abuse Prevention Control (ADAPC) program.
3. Selectee must uphold the highest standards of conduct and personal appearance.
4. Selectee must ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. This employment must not impact the unit mission accomplishment or unit readiness.
5. Selectee must successfully complete Civil Support Skills Course (CSSC) and agree to minimum three-year Active Service Obligation (ASO) on the WMD-CST after completion of CSSC, pending approved initial tour continuation on the DCARNG T32 AGR program.
6. The WMD-CST mission often requires irregular work hours, to include weekends and holidays.
7. If selected the member must reside within fifty (50) miles of the CST Ready Building (currently, the D.C. Armory) within 90 days of completion of CSSC.
8. All team members are required to receive and maintain smallpox and anthrax vaccines.
9. Current T32 AGR outside DCARNG or T10 AGR Soldiers must separate from their current orders and start an Initial Tour with the DCARNG T32 AGR program if selected.
10. All applicants subject to review of Retention Control Points considering their total Active Federal Service years.

EQUAL EMPLOYMENT OPPORTUNITY: All applicants will receive consideration without regard to age, race, color, national origin, creed, religion, politics, marital status, membership/non-membership in an employee organization, or other non-merit reasons not interfering with membership in the Army National Guard or performance of required duties.

POSITIONS OF SIGNIFICANT TRUST (POST): In accordance with DA EXORD 193-14 & NGB SMOM 15-017, all Soldiers hired into sensitive duty positions are required to have favorable POSTscreening. Soldiers not meeting this requirement will not be hired into AGR status.

PAY AND ALLOWANCES/MAJOR BENEFITS: AGR personnel receive base pay, subsistence (BAS), quarter's allowance (BAH), Variable Housing Allowance (VHA), applicable uniform allowances, full medical care in military facilities, and partial medical care and TRICARE benefits for dependents.

ADDITIONAL INFORMATION: Restoration rights for federal employees accepting AGR tours will be in accordance with applicable federal personnel regulations. Personnel in a bonus program should refer to applicable FY SRIP to determine if continuation in SRIP/ SLRP is permitted prior to entry on AGR status. AGR personnel are subject the Uniform Code of Military Justice.

How to Apply

The forms and documents listed on the application checklist must be submitted as **ONE** .pdf file (**do not** submit as PDF Portfolio) through email. Applications and Checklist must be received in the AGR Office no later than 1630 hours (Eastern) on the closing date of the announcement.

1. Email AGR Applications To: ngdcAGRbranch@army.mil

2. The AGR Management team will provide notification that your application has been received.

Applicant's rank/name:

Applicant's Email:

Applicant Status: ☐ T32 ☐ T10 ☐ AGR ☐ ADOS ☐ M-Day

AGR APPLICATION CHECKLIST

_____ **1. NGB Form 34-1 AGR Application**, can be found under Career Resources at https://www.ngbpmc.ng.mil/Forms/NGB-Forms/ (Include e-mail address at the top 1st page of NGB Form 34-1 and signature on pg 3)

_____ **2. Certified Board Selection ERB/ORB.** Within 30 days - must include applicable MOS or AOC and ASVAB Scores.

_____ **3. Individual Medical Readiness Record.** Must include current Periodic Health Assessment date and PULHES. PHA must be current within 12 months.

_____ **4. DA Form 3349 Physical Profile (If Applicable).** No temporary profiles are accepted except pertaining to pregnancy.

_____ **5. DA 5500/ DA 5501 (If Applicable)**

_____ **6. Last ACFT for record within the past 6 months.** Either DA 705 with digital signatures or ITR (Individual Training Record) report out of DTMS (Digital Training Management System) *PPOM 22-23 requires passing ACFT within 6 months as of 1 April 2023.

_____ **7. DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 5 copies.** SPC/E4 or a newly promoted SGT or 1LT (Doesn't have 3 NCOERs/ OERs), will need a letter of recommendation from Unit Commander or BN AO within 6 months of closing of announcement.

_____ **8. All DD Form 214's and DD Form 215's** (must have items 23-30 included)

_____ **9. NGB Form 23/23b** (Current National Guard Soldier) Retirements Points History Statement (RPAM) (Must be pulled in last 30 days from closing of announcement.)

_____ **10. Security Clearance Memo.** Must have a final Security Clearance Verification. Memo from a Security Clearance Manager must be dated within 90 days from date of announcement. NO JPAS printouts.

_____ **11. OPAT Scorecard (DA Form 7888)** (Applicable if current PMOS is in a lower physical category than advertised MOS)

_____ **12. DA Form 4836/ Oath of Extension of Enlistment or Reenlistment (Required for Enlisted)** (*Applicants must have a minimum of three years on their current contract before HRO will cut AGR/OTOT orders*).

NOTE: PLACE THE JOB ANNOUNCEMENT AS PAGE 1 - ensure that all required documents (As Applicable) on the checklist are in included with your application in the listed order above. Applications that have been returned for correction will need to resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered. **It is mandatory that all SMs have a minimum of three years on their current ETS (or required time to cover a OTOT) in order for HRO to produce AGR orders and to complete an AGR Initial Tour.**

Evaluation Process: Applicants will be evaluated solely on the 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 POCs 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.