

# DISTRICT OF COLUMBIA ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT



## ANNOUNCEMENT #: 26-001

**\*\*All Eligible DCARNG Members Are Eligible to Apply (Onboard DCARNG)\*\***

<b>Position:</b> State Training Officer Para/Lin: 219/02 POSN: 00055520		<b>Minimum Rank/Grade:</b> <b>CPT/O3</b>	<b>Maximum Rank/Grade:</b> <b>MAJ/O4</b>
<b>MOS/AOC:</b> 01A	<b>Unit/Location:</b> DC Armory 2001 East Capitol St S.E. Washington, DC 20003	<b>Opening Date:</b> 15 January 2026	<b>Closing Date:</b> 30 January 2026

### DUTIES AND RESPONSIBILITIES:

Manages, develops, and evaluates a state's Army National Guard training programs, ensuring readiness by creating plans, securing resources (funding, ranges), tracking soldier qualifications (MOSQ, schools via ATRRS), overseeing exercises (tabletops, full-scale), and reporting on unit status (USR), all while advising commanders and synchronizing with state/federal objectives using systems like ATRRS, ATIS, MARRS-N, TAMIS, DTS, and RFMSS.

Training Development & Planning: Formulate long-range, annual training calendars, training guidance, and develop specific plans.

Resource Management: Forecast and manage training resources, including funding for schools, ammunition, and training sites.

Program Oversight: Oversee training execution, monitor Soldier qualifications, and ensure compliance with Army doctrine and state directives.

Evaluation & Readiness: Conduct inspections, review training reports, assess unit readiness (T-ratings), and make recommendations to improve.

Coordination & Liaison: Point of contact for training, coordinates with subordinate units, higher headquarters, and other staff sections.

System Management: Utilize and manage complex Army systems like ATRRS (school scheduling), ATIS (training management), DTS (travel), TAMIS (ammunition), MARRS-N (annual training), and RFMSS (training sites).

Exercise Management: Plan, coordinate, and execute training events, including realistic exercises (tabletops, full-scale).

Reporting: Prepare training compliance reports using Unit Status Reports (USR) and other training status reports.

### Mandatory Requirements and Skills at Time of Application:

(This announcement updated 14JAN26)

1. Must not be under current suspension of favorable personnel actions, or have reason to be under current suspension of favorable personnel actions.
2. Must be able to pass the Army Fitness Test (AFT) and meet Body Composition standards IAW AR 600-9.
3. Only O3 and O4 may apply.
4. Applicant must be able to complete the Military Educational requirements commensurate with their military grade, per AR 135-18, Table 2-1 and applicable regulations.

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

1. Applicants may include a memorandum for record explaining application deficiencies in their applications.
2. Applicants may include maximum 2 letters of reference.

**PREFERRED APPLICANTS WILL POSSESS THE FOLLOWING SKILLS/ATTRIBUTES:**

1. Deep understanding of Army training management, readiness, and doctrine, proficiency with Army training systems, strong leadership, communication, and analytical skills, and the ability to manage budgets, resources, and complex data.

**SPECIAL INSTRUCTIONS:**

1. Must not be under current suspension of favorable personnel actions, or have reason to be under current suspension of favorable personnel actions.
2. Current T32 or T10 AGR/OTOT/ADOS Soldiers must separate from their current orders and start a OTOT with the DCARNG T32 AGR program, if selected.

**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 (or latest applicable policy/regulation), 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](mailto: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 AFT 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 AFT 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 LT (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 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.