

DCARNG ENLISTED POSITION VACANCY ANNOUNCEMENT

APPLICATION MUST BE FORWARDED TO: ng.dc.dcarng.list.per-epm@army.mil		ENLISTED POSITION VACANCY CONTROL NUMBER: 26-055	
Interested applicants are required to submit applications to the EPM Branch NLT the announcement close date.		Security Clearance Required: Secret	
POSITION DESCRIPTION: Position: Victim Advocate Para/Lin: 213 / 02 Duty Status: MDAY MOS: 00F		GRADE: Maximum: E-6 Minimum: E-5	
UNIT OF ACTIVITY: Joint Force Headquarters 2001 East Capitol Street S.E. Washington D.C. 20003		OPEN FOR FILL: <input checked="" type="checkbox"/> STATE <input type="checkbox"/> NATIONWIDE	
MILITARY ASSIGNMENT: Same as Unit of Activity		Appointment Status <input checked="" type="checkbox"/> Enlisted <input type="checkbox"/> Warrant Officer <input type="checkbox"/> Officer	
EVALUATION FACTORS USED: Review of individual applications and Personal interviews.			

- AREA OF CONSIDERATION:**
- 1.) Must be assigned to the DCARNG
 - 2.) Must be in good standing and must not be under a suspension of favorable actions (FLAG) per AR 600-8-2
 - 3.) Must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3, and as outlined below.

 The Individual Medical Readiness (IMR) Report must be current and reflect:
 - A current (12 mo.) Physical Health Assessment (PHA) and no Individual Medical Readiness (IMR) deficiencies.
 - The Soldier must be fit for retention in his/her Primary MOS.
 - 4.) E5-E9 Vacancies. Soldiers are eligible to apply if they meet the grade requirements of the advertised position.
 - 5.) Must meet the requirements to obtain certification through the Defense Sexual Assault Advocate Certification Program (D- SAACP) and successfully complete a background check for a position of trust.
 - 6.) Must meet all eligibility requirements prior to announcement close date.
 - 7.) Must be able to attend school and become MOS qualified within 12 months of selection. (if applicable)

MOS SPECIFIC ELIGIBILITY REQUIREMENTS

There are no MOS specific requirements for this position, as it is designated MOS Immaterial (00F). Positions coded 00F require the leadership, management, and professional competencies of a Noncommissioned Officer and are not limited to a single MOS. Enlisted MOS specifications are provided in Chapter 10C of Smartbook DA PAM 611-21.

Click to view the specifications of an MOS: <https://api.army.mil/e2/c/downloads/2024/11/20/bf11d2d2/chapter-10c-enlisted- mos-specifications.pdf>

Applications without all required supporting documents will be returned without consideration.

Qualified applicants will be contacted for interviews. M-Day Soldiers selected to fill a vacant position may be promoted provided the Soldier is on a valid EPS list and meets all the promotion eligibility requirements. After the recommendation is approved by the G1 the EPM Branch will contact all applicants to notify them of selection or non-selection. Technicians must verify job compatibility with the HRO.

PRIMARY DUTIES AND RESPONSIBILITIES:

Provide immediate, confidential, and non-clinical crisis intervention, advocacy, and emotional support to adult victims of sexual assault; Receive and process Restricted and Unrestricted Reports, explaining reporting options and victims' rights; Conduct risk screenings and non-clinical safety assessments; develop and maintain tailored safety plans; Coordinate with medical, legal, law enforcement, and social service partners-both military and civilian-to ensure holistic victim care; Prepare the required documentation (e.g., DD Form 2910, DSAID entries, Commander's Recommendations) within the mandated timelines; Protect all PII and covered communications; ensure compliance with MRE 514, D-SAACP Code of Ethics, and confidentiality standards; Facilitate referrals and warm hand-offs for legal, medical, and counseling services; monitor follow-up actions; Participate in Case Management Groups and High-Risk Response Teams to address concerns related to safety, retaliation, or reprisal; Support outreach and prevention activities (e.g., Sexual Assault Awareness Month events, education campaigns); Team-oriented: Works well with the Principal Sexual Assault Response Coordinator (SARC), 74th Troop Command SARC, and Command; Collaborate with SARCs and SAPR personnel statewide to coordinate services and ensure timely case management; Plan and support annual SAPR training sessions, schedule facilities, coordinate guest speakers, and maintain attendance records; Maintain D-SAACP certification and complete all required continuing education; Build partnerships with internal and external stakeholders-law enforcement, JAG, SVC, healthcare, chaplains, and prevention teams-to strengthen the response network; Build partnerships with internal and external stakeholders, including law enforcement, JAG, SVC, healthcare, chaplains, and prevention teams, to strengthen the response network; Perform additional duties as directed by the Supervisory Principal SARC; Organized and reliable: Able to maintain case files, reports, and coordinate with SARC and other agencies; Integrity and trustworthiness: Maintains confidentiality and builds trust with victims and leadership; Excellent interpersonal skills: Able to listen actively, communicate calmly, and reassure victims; Clear and effective communicator: Can explain processes, rights, and options to victims and leadership; Ability to de-escalate emotional or tense situations; Cultural competence: Sensitive to differences in background, identity, and personal experience.

MINIMUM ELIGIBILITY CRITERIA:

Must meet requirements as stated in the "Area of Consideration". Must not be under a current suspension of favorable personnel actions.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS:

This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

Please contact the POC below for job information:

POC: WO1 Katia N. Bell

Phone: 520-717-491

Email: katia.n.bell.mil@army.mil



DC Army National Guard Enlisted Position Vacancy Announcement Application Cover Sheet

Name (Rank Last First Middle):

EPVA Control Number:

EPVA Closing Date:

EPVA MOS:

Phone Number:

Email:

Minimum Eligibility Requirements

- E5-E9 Vacancies. Soldiers are eligible to apply if they meet the advertised position grade.
- Soldiers must not be flagged or have circumstances where a flag is warranted in accordance with AR 600-8-2.
- Soldiers must either be MOS qualified in the vacancy announcement MOS or must meet eligibility requirements of DA PAM 611-21 to become MOS qualified and agree to become MOS qualified within 12 months from selection date.

Specific Eligibility Requirements

- Enlisted MOS specifications are provided in Chapter 10C of Smartbook DA PAM 611-21.
- To view the specifications of a MOS, select the hyperlink to the left of the MOS description. Example: SWVA MOS is 11B. Select 10-11B to view the specifications for the MOS.

Chapter 10C – Enlisted MOS Specifications.

<https://api.army.mil/e2/c/downloads/2024/11/20/bf11d2d2/chapter-10c-enlisted-mos-specifications.pdf>

Application Documents

1. (Required) DC Army National Guard Enlisted Position Vacancy Announcement Application Cover Sheet.
2. (Required) Soldier Talent Management Profile (STP). <https://hr.ippsa.army.mil/>
3. (Required) Last three Noncommissioned Officer Evaluation Reports (NCOER, DA Form 2166-9-1 / DA Form 2166-9-2). <https://iperms.hrc.army.mil/login/>
4. (Required) Last Noncommissioned Officer Education School (NCOES) Service School Academic Evaluation Report (DA Form 1059). <https://iperms.hrc.army.mil/login/>
5. (Required) Current HT/WT and AFT data. <https://hr.ippsa.army.mil/psp/hcpdc/?cmd=login>. (Talent Profile tile, Physical Profiles tab, Army Fitness Test & Army Body Composition)
6. (If applicable) Memorandum to explain missing or outdated documents.
7. (Recommended) Letter of Interest indicating desire to voluntarily transfer to the advertised position.
8. (Recommended) Resume.
9. (Recommended) Official Transcripts (if applicable).

Application Instructions

- All documents must be consolidated and submitted as a single PDF file, zip files and PDF Portfolios will not be accepted. Use the following naming convention: 31B_EPVA_SMITH.
- Soldiers must send complete packets to: ng.dc.dcarng.list.per-epm@army.mil
- The subject line of the e-mail must include the applicable control number underscore last name. Example: 2025-EPVA-001_SMITH.
- Soldiers must provide all required information and documents in the format as stated in this cover sheet by the announcement closing date. Failure to do so will result in packet denial.

Notice

- Selection for an EPVA is a voluntary change of MOS and may terminate Selected Reserve Incentive Program (SRIP) contracts. Soldiers should contact the DC Army National Guard Incentives Branch at dcarng-incentives@army.mil to determine termination and/or recoupment actions that may result from being selected for an EPVA.
- If applicable, Soldiers selected for an EPVA will be promoted upon award of the Career Progression MOS, completion of requisite PME, and Promotion Eligibility List standing.
- Questions regarding eligibility requirements, application instructions, or application contents should be sent to the Soldiers' Readiness NCO or the EPVA control number point of contact.
- Once a EPVA has closed, the position will be removed from the DCNG job announcement website.

I certify the documents I am submitting are accurate and true to the best of my knowledge. I understand this a voluntary reassignment request and, if selected, I am responsible for travel to and from the EPVA duty assignment.

Signature _____