

# DISTRICT OF COLUMBIA NATIONAL GUARD JOINT AGR POSITION ANNOUNCEMENT

3-year OTOT



## ANNOUNCEMENT #(s): 26-033

\*\*All individuals eligible for entry into the DCANG or DCARNG (Nationwide Announcement)\*\*

<b>Position:</b> Command Senior Enlisted Leader  Position # 03319626		<b>Minimum Grade:</b>  <b>E9</b>	<b>Maximum Grade:</b>  <b>E9</b>
<b>MOS/AFSC:</b>  00Z/Any	<b>Unit/Location:</b> DC National Guard Armory 2001 East Capitol St SE Washington, DC 20003	<b>Opening Date:</b>  07 April 2026	<b>Closing Date:</b>  07 May 2026

### **DUTIES AND RESPONSIBILITIES:**

Serves as the Command Senior Enlisted Leader of the District of Columbia National Guard. Ensures the implementation of the Commanding General's (CG's) intent and guidance, as well as unity of effort for assigned enlisted personnel.

The successful candidate should have expert knowledge on establishing battle rhythms, have excellent time management and team building skills, public speaking experience, and experience in National Guard Civil Support. Candidates should also have an established network of contacts within the National Guard, and ideally, within the broader Army, Air Force and/or DoW community. Ideal candidates should also have experience serving as an advisor to commanders at various levels of the organization (e.g. Wing, Division, Group, Brigade). Ideal candidates should have experience with District and Federal partners at all levels. Candidates will need to be familiar and have experience with State Partnership Programs.

Advises the CG and other DCNG senior leaders on:

- (1) Issues related to the analysis and enforcement of established policies and standards for all enlisted members.
- (2) Issues related to readiness, performance, care, conduct, appearance, effective personnel utilization, management, and training of all enlisted guard members.
- (3) Health, welfare, morale, and discipline of assigned enlisted personnel through interaction with the Senior Enlisted of the Army and Air National Guard, as well as other service organizations supporting military members and their families.

Attend additional meetings and conferences and perform other duties as appropriate.

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

1. Must have a minimum security clearance of SECRET and be able to obtain a TOP SECRET
2. Must have CSM/CMSgt experience at the O-7 command Level (Wing, LCC, SEL, etc.)
3. Must be able to pass an Army Fitness Test or Air Force Fitness Test and HT/WT screening within 30 days of start date.
4. Only E9 may apply.

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

1. Formal explanation for any discrepancy listed in your official military records. Memo must be for the President of the Selection Panel. Cannot be for a "bad" performance report.

### **OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED:**

1. Copy of any Certificate of Training that is not listed on Soldier Talent Profile.
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:**

Preferred courses: Nominative Leaders Course (NLC), ANG Command Chief Master Sergeant Training Course (ANG CCMSTC), Keystone Course.

### **SPECIAL INSTRUCTIONS:**

1. Nominees must be willing to start immediately for a three-year One-Time Occasional Tour (OTOT)
2. Applicants who have voluntarily separated from AGR are ineligible to re-enter for one year from date of separation.
3. Must meet all eligibility requirements in accordance with AR 600-9, AR 50-501, AR 135-18, NGR 600-200, NGR 600-5, and ANGI 36-101 as applicable.
4. 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, or ANGI 36-101, Chapter 5 and Attachment 2, the disqualification must be waived by the proper authority (if applicable).
5. Must meet the military and civilian education requirements that has not been waived by the approval authority.
6. Service members must be able to receive a favorable suitability screening during the accessions process as outlined in applicable service component regulations.
7. Prior to entry on FTNGD in the AGR Program, must be medically certified as drug free, be tested negative for Human Immunodeficiency Virus (HIV), per AR 40-501, AR 600-100 and be medically fit per ANGI 36-101 as applicable.
8. Applicants must extend their enlistment to cover a 3-year OTOT. Must be removed from any current orders and begin a OTOT with the DCARNG or DCANG AGR program.

**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. Per AR 690-600 / NGR AF 40-1614, CNGBI 9601.01 and ANGI 36-7.

**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.

Applicant Rank/Name:

Applicant Email:

Applicant Status:  AGR T32  AGR T10  ADOS T10/T32  DSG - Traditional

## 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.

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## AIR FORCE AGR APPLICATION CHECKLIST

- \_\_\_ 1. **NGB Form 34-1** Application for AGR Position. <https://www.ngbpmc.ng.mil/Forms/NGB-Form/>
- \_\_\_ 2. **Copies of last three EPRs/EPBs or OPRs/OPBs**
- \_\_\_ 3. **Resume** (any format)
- \_\_\_ 4. **Report of Individual Personnel (RIP)** from vMPF only (must be dated within 60 days). If clearance is expired, you must obtain security memo from the Wing security manager.
- \_\_\_ 5. **Current Fitness Test** from myFitness (Per DAFI 36-2905 – current within 12 months, handwritten scorecards are not accepted)
- \_\_\_ 6. **Letter(s) of recommendation** (optional)
- \_\_\_ 7. **Three (3) references** on a separate sheet of paper with email addresses and phone numbers
- \_\_\_ 8. **Memo to board president** required if missing documents, stating reason why documents are missing

Air AGR NCOIC: MSgt Victoria McNamara at [victoria.mcnamara@us.af.mil](mailto:victoria.mcnamara@us.af.mil).

Applicant Rank/Name:

Applicant Email:

Applicant Status:  AGR T32  AGR T10  ADOS T10/T32  DSG - Traditional

## ARMY 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. **Screenshot of Soldier Talent Profile**. 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 ATIS (Army Training Information System) <https://atis.army.mil>.
- \_\_\_\_\_ 7. **DA Form 2166-8 NCOER / DA Form 67-8/9 OERs** – last 5 copies. SPC/E4 or a newly promoted SGT or 1LT (don'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. **DA 5016** (Current National Guard Soldier) via IPPS A (Must be pulled in last 30 days from closing of an announcement.)
- \_\_\_\_\_ 10. **Security Clearance Memo**. Must have a final Security Clearance Verification. Memo from a Security Clearance Manager must be dated and signed 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.
- \_\_\_\_\_ 13. **Include a copy of your current orders** (if applicable)

**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 an 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.