

State of West Virginia
OFFICE OF THE ADJUTANT GENERAL
1703 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1085

**FULL-TIME NATIONAL GUARD DUTY-OPERATIONAL SUPPORT (FTNGD-OS)
VACANCY ANNOUNCEMENT**

POSITION WILL BE HIRED BASED ON AVAILABILITY OF RESOURCES

ANNOUNCEMENT NUMBER: 20-FTNGD-01

OPENING DATE: 06 Oct 19

CLOSING DATE (If no date, open until filled):

POSITION TITLE, PARA / LINE, MAXIMUM AUTHORIZED MILITARY GRADE, AND MOS:

Bombing Prevention Instructor, PARA 000 / LINE 00, W3, 00F

GRADE/RANK FACTORS:

OFFICER()

WARRANT OFFICER()

ENLISTED()

LOCATION OF POSITION:

Army Interagency Training Center (AITEC)
Camp Dawson Kingwood WV or Dunbar WV.

JOB DESCRIPTION:

This position's primary duty location can be Camp Dawson Kingwood WV or Dunbar WV. The primary purpose of this position is to serve as a training instructor in designated regions and as such directs and manages all aspects of training and instruction pertaining to Bombing Prevention Mission by developing tools to improve national preparedness for bombing threats at all levels of government, the public, and within the private sector. The Training Team develops and offers specialized virtually led training to state, local, and private sector partners to enhance awareness of terrorist threats to the nation's Critical Infrastructure (CI). Bombing prevention training complements other strategic measures to protect critical infrastructure sites by developing the capabilities of facility security officials to deter, detect, prevent, protect against, and respond to IED (Improvised Explosive Device) threats and terrorist activities.

DUTIES AND RESPONSIBILITIES:

A member instructs state, local and private sector partners at locations throughout the United States and its territories. Determines and selects instructional design, methods, and media. Prepares required training and statistical data to gauge training comprehension. Coordinates curriculum design process from inception to conclusion/execution on multiple courses and conducts semiannual revisions to ensure relevancy of material presented. Monitors progress and counsels students on performance. Instruction is not limited to specialized technical skills to direct and educate participants on strategies for detecting and mitigating these threats. Bombing prevention training complements other strategic measures to protect critical infrastructure sites by developing the capabilities of facility security officials to deter, detect, prevent, protect against, and respond to IED (Improvised Explosive Device) threats and terrorist activities. Requires thorough familiarity with the assigned subject-matter areas and the use of a wide range of teaching methods or tools depending on the students' learning requirements and knowledge levels.

Individuals prepare performance evaluations on each student in accordance with the Plan of Instruction (POI). Upon completion of training, certifies competence level and ensure completion of required documentation.

Position requires in-depth understanding and instructor certification from a recognized local, state, federal law enforcement or military institution.

Independently, or as a member of a working group, performs formal review of existing, revised, and proposed documentation (i.e. regulations and pamphlets, etc) to update and/or resolve policy or doctrine problems. Must continue to update and adapt the current course material to current world wide events and tactics, techniques, and procedures (TTPs) that are currently being utilized by adversaries and terrorist groups. This requires continuous research and development to make certain that the course remains accurate a relevant to save American lives.

Administers and evaluates examinations, course material, group table top exercises and other classroom assignments.

Perform all other duties as assigned.

WHO MAY APPLY:

Must be a current member of the National Guard within the grade(s) of O3, O2, O1, W3, W2, W1.

AREA OF CONSIDERATION: This position is open to the grade(s) of O3,O2,O1,W3,W2,W1.

In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.

MINIMUM APPOINTMENT REQUIREMENTS:

1. Individuals must not have resigned from the AGR Program or other military service in lieu of Adverse Action.
2. Must be able to travel and have the ability to obtain a military and civilian passport.
3. Must have a Secret clearance and be able to possess a Top Secret with SCI eligibility clearance.
4. Must have passed a Record APFT within the last 6 months. Must include DA Form 3349 (Physical Profile) if applicable.
5. Must meet the Army body fat standards IAW AR 600-9.
6. Must meet the medical fitness standards in Chapter 3 of AR 40-501
7. Must not be under a current Suspension of Favorable Personnel Actions (FLAG).
8. Must not have been separated from military service For Cause, Unsuitability, or Unfitness.
9. Must not have been separated from the AGR Program or other military service For Cause, Unsuitability, or Unfitness.
10. Must submit and be approved for Tour Of Duty/FTNGD/ADOS packet.
11. No record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24.

INSTRUCTIONS FOR APPLYING: All applications will be submitted through FTSMCS. You can log onto FTSMCS at <https://ftsmcs.ngb.army.mil/> and click on the following to access the FTSMCS Jobs Application: Applications Toolbar ⇒ ARNG-HRM ⇒ Jobs ⇒ Apply for a Position. The Jobs Application may also be accessed at <https://ftsmcs.ngb.army.mil/protected/Jobs/Applications>.

If you do not currently have an AKO account, you will need to contact the Staffer POC listed at the bottom of this page to sponsor an AKO account for you. This should only apply to Air Guard or other personnel outside of an Army component.

All required documents listed below will be submitted. If any of the required documents are not reasonably available, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the Soldier as eligible. Failure to provide an explanation may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.

Early submission is highly encouraged to allow time for the AGR Section Staffers to review packets prior to the closing date, in case there are missing or incorrect documents. Staffers will contact the applicant to correct issues, but corrections to packets after the closing date will not be allowed.

Applications will be retained in the FTSMCS Jobs Application for an indefinite period, for those who desire to obtain copies in the future.

REQUIRED DOCUMENTS:

1. A single page letter/memorandum expressing your interest in and qualifications for the position – include announcement number and your contact information, to include email and phone number. Identify three references with email addresses and phone numbers.
2. DD 214 and/or NGB 22 – include Copy 2 or 4 (Member Copy) of all previously issued DD 214 and/or NGB 22.
3. Height and weight must be conducted within 30 days of the advertisement closing and recorded on a certified statement from current unit commander. Must include DA Form 5500-R/5501-R, if applicable.
4. Current Individual Medical Readiness Record (MEDPROS). The IMR must be dated within the last 12 months to be valid.
5. DA Form 705 for record within 6 months of closing date of advertisement: For all - Medical Profiles (DA Form 3349) must be attached, if applicable.
6. Security Clearance Verification / Derogatory Information Memorandum – memo should show current Security Clearance Eligibility/Level of Clearance as well as a statement regarding any past revocation, denial, or suspension of Security Clearance. Sample Security Clearance Memo can be found at the HRO Website, Job Announcements, AGR Vacancies
7. Army - Statement of Active Service – include the most recent of any of the following forms: NGB Form 23, NGB Form 23B, DA Form 1506 // Air - Point Credit Summary from VMPF: <http://w11.afpc.randolph.af.mil/vs/>
8. Current DA Photo
9. Civilian Resume
10. Last three OERs - must be signed by all personnel and profiled. An explanation memorandum must be submitted for those who cannot provide 3 evaluations.
11. Officer Record Brief (ORB) – must be recent within 6 months and certified.

SELECTING SUPERVISOR:

MAJ Brian Gazaway

AGR SECTION STAFFER CONTACT INFO:

MAJ Steve Moore
(DSN) 623-6424
(Com) 304-561-6424
(Email) steven.e.moore4.mil@mail.mil

EQUAL OPPORTUNITY:

The West Virginia National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, national origin, reprisal, gender (except as the direct combat probability coding policy applies to women), politics, and membership/non-membership in an employee organization.

POSTING: This announcement will be placed on all bulletin boards and will also be accessible through the HRO Website at <http://www.wv.ngb.army.mil/jobs/>