



**DEPARTMENT OF THE ARMY & AIR FORCE  
WEST VIRGINIA ARMY AND AIR NATIONAL GUARD  
HUMAN RESOURCE OFFICE  
1703 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1085**



**ACTIVE GUARD/RESERVE (AGR) VACANCY ANNOUNCEMENT**

<http://www.wv.ng.mil/HRO/>

<b>Announcement Number: 21-04</b>	<b>Opening Date:</b> 8 October 2020 <b>Closed Date:</b> 8 November 2020
<b>UNIT OF ASSIGNMENT:</b> 130 <sup>th</sup> Security Forces Squadron <b>DUTY LOCATION:</b> 130 <sup>th</sup> AW, Charleston, WV 25311  <b>FULL TIME SUPPORT POSITION:</b> Security Forces Journeyman <b>MILITARY DUTY TITLE:</b> Security Forces Journeyman	
<b>For more information about this position or the Unit of Assignment, please call:</b> Section Supervisor: CMSgt Dennis Feazell, 304-341-6227, DSN- 366-6227	
<b>MIN GRADE AUTHORIZED TO APPLY: E-4</b> <b>MAX GRADE AUTHORIZED TO APPLY: E-5</b>	<b>POSITION GRADE: E-5</b> <b>POSITION AFSC: 3P051</b> This is not a cross-training opportunity
<p align="center"><b><u>AREA OF CONSIDERATION</u></b></p> <p align="center">Open to current members of the 130<sup>th</sup> Airlift Wing.</p> <p align="center"><b>**THESE 2 VACANCIES AND GRADE ARE BASED ON THE AVAILABILITY OF RESOURCES**</b></p>	
<p align="center"><b><u>DESCRIPTION OF DUTIES AND RESPONSIBILITIES</u></b></p>	
<b>Duties and Responsibilities:</b> Leads, manages, supervises, and performs force protection duties employing up to the use of deadly force to protect personnel and resources. Protects nuclear and conventional weapons systems and other critical resources. Performs air base defense functions contributing to the force protection mission. Defends personnel, equipment, and resources from hostile forces throughout the base security zone of military installations. Operates in various field environments, performs mounted and dismounted individual and team patrol movements, tactical drills, battle procedures, convoys, military operations other than war, antiterrorism duties, and other special duties. Operates communications equipment, vehicles, intrusion detection equipment, individual and crew-served weapons, and other special purpose equipment. Applies self-aid buddy care and life saving procedures as first responders to accident and disaster scenes. Provides armed response and controls entry to installations and protection level resources. Detects and reports presence of unauthorized personnel and activities and implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Directs vehicle and pedestrian traffic; investigates motor vehicle accidents, minor crimes, and incidents; and operates speed measuring, drug and alcohol, and breath test devices. Secures crime and incident scenes; apprehends and detains suspects; searches persons and property; and collects, seizes, and preserves evidence. Conducts interviews of witnesses and suspects and obtains statements and testifies in official judicial proceedings. Responds to disaster and relief operations and participates in contingencies. Develops plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities and provides oversight, guidance, and assistance to commanders with the application of physical security and force protections in support of priority resources. Operates pass and registration activities and supervises and trains SF augmentees. Employs and utilizes the Incident Command System construct during emergency planning, response recovery operations. Inspects and evaluates effectiveness of SF personnel and activities.	

**APPLICATIONS MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTIONS ON THIS ANNOUNCEMENT.**

**\*\*\*\*\* PLEASE READ THIS ANNOUNCEMENT COMPLETELY \*\*\*\*\***

Provides guidance on employment and utilization of military working dog teams. Ensures proficiency training and certification standards are maintained. Employs military working dogs to support worldwide security force operations and executive agency requirements to include nuclear, Presidential support, federal law enforcement and national strategic programs. Ensures health and welfare of military working dogs. Trains handlers and military working dogs on all aspects of military working dog training. Maintains dog training and usage records and is responsible for storage, handling, and security of drug and explosive training aids.

Leads, manages, supervises, and implements ground weapons training programs. Controls and safeguards arms, ammunition, and equipment and instructs ground weapons qualification training. Provides guidance on weapons placement to security forces and ground defense force commanders. Inspects ground weapons and replaces unserviceable parts and analyzes malfunctions by inspection and serviceability testing. Uses precision gauges, testing instruments, and special tools to adjust parts and operating mechanisms. Function- fires weapons for accuracy and serviceability. Controls and operates firing ranges and associated facilities to include supervising construction and rehabilitation.

### **ELIGIBILITY REQUIREMENTS FOR ENTRY INTO THE AGR PROGRAM**

- Must be a member or eligible to become a member of the West Virginia Air National Guard.
- Member will be required to hold a compatible military assignment in the unit they are hired to support.
- Member's military grade will not exceed the maximum military duty grade authorized on the Unit Manning Document (UMD) for the position.
- Member must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards, Attachment 2 before being placed on an AGR tour.
- Member must have retainability to complete the tour of military duty.
- Member must not be eligible for, or receiving a federal retirement annuity.
- Member must comply with standards outlined in AFI 36-2905, Fitness Program to be eligible for entry into the AGR program.
- Member must meet all eligibility criteria in ANGI 36-101, The Active Guard/Reserve Program.

### **APPLICATION REQUIREMENTS**

#### **Air Service Members:**

(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) NGB Form 34-1 dated 11 November 2013 located on our HRO website at

<http://www.wv.ng.mil/Portals/22/Documents/NGB%2034-1.pdf> under APPLICATIONS FOR EMPLOYMENT

**(Application Must Be Signed and dated.)** A detailed chronological statement of civilian and military experience with special emphasis on areas of experience and education related to the position may also be attached to the NGB Form 34-1.

**Find the form at:** <http://www.wv.ng.mil/hro/>

(3) Copy 4 (**Member Copy**) of all previously issued DD 214s.

(4) Point Credit Summary from VMPPF. <https://ww3.afpc.randolph.af.mil/vmpf/Hub/Pages/Hub.asp>

(5) Weight verification within the last 30 days by Medical Group personnel.

(6) Last complete physical and current AF Form 422, Physical Profile Serial Report.

(7) Report of Individual Fitness Status from AFFMS II. (Member must have a current, passing fitness score in order to certify for this position.) <https://affmsprodweb.afpc.randolph.af.mil/affms/ui/dashboard.jsp>

(8) Must submit last three Performance Reports (Officers and Enlisted AGR Members Only).

(9) Report on Individual Personnel (RIP) **Documents must show your ASVAB scores**

- RIP can be obtained from the virtual MPF (vMPF)
- Select 'Record Review', and then 'Print/View All Pages'

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## ADDITIONAL INFORMATION

- Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, *Administrative Demotion of Airmen*, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.
- Individuals selected for AGR service must meet the AGR eligibility requirements per ANGI 36-101, Chapter 2, dated 3 June 2010. Members who first become eligible for the MGIB-SR chapter 1606 benefits after 29 Nov 89 must relinquish that eligibility upon assignment as an AGR. Additionally, members selected for this AGR position will be terminated from all ANG Incentive Programs (cash bonus and student loan repayment) and will not be eligible for future participation.
- AGR members will participate with their unit of assignment during Regular Scheduled Drill (RSD).
- AGR tour lengths in the State of West Virginia are governed by The Adjutant General.
- Initial tours will be 3 years. Follow-on tours will be from 1 to 6 years, per ANGI 36-101.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP. If your ASVAB score does not meet the minimum required IAW AFECDD Attachment 4, contact your servicing MPF. You have the option to retake the test. You must schedule your test date and receive your new scores prior to the announcement closing date.
- A law enforcement background check may be required prior to appointment to this position. By submitting a resume or application for this position, you authorize this agency to accomplish the check.

## APPLICATION SUBMISSION INSTRUCTIONS

### **READ THIS SECTION COMPLETELY!!**

- Application must be scanned into **ONE** pdf file and emailed to [NG.WV.WVARNG.LIST.HRO-AGR@MAIL.MIL](mailto:NG.WV.WVARNG.LIST.HRO-AGR@MAIL.MIL).
- Applicant must type or print in legible dark ink, **SIGN AND DATE** the application, or use **DIGITAL SIGNATURE** on the new form versions.
- Include the announcement number and position title on your application.
- **ALL APPLICANTS!!** Must fully complete section IV–personal background questionnaire of the NGB FORM 34-1.
- Use section V – continuation/remarks to fully explain any "YES" answers, (except 9 & 10)
- A current passing fit test will suffice for a "YES" response to question 17.

**Applications must be received by MIDNIGHT of the closing date. Failure to submit all the required documents by End of Day on the closing date will cause your application to be disqualified, and it will not be considered. Applications will be retained in the Human Resource Office for 30 days after selection. After, 30 days, all applications will be destroyed. Members who desire to obtain a copy must do so before the 30 days expire. Any questions please call COM: (304) 561-6425 or DSN: 623-6425.**

Consideration will be given to all qualified applicants without regard to sex, race, color, religion, national origin, politics, age, membership or non-membership in an employee organization.

**POSTING:** This announcement will be placed on all bulletin boards, websites, and all other available areas to publically disseminate this information.

SIOBHAN O. CLEEK  
CW3, AG, WVARNG  
AGR Manager

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