

IDAHO AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR) ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 18-48

OPENING DATE: 16 MAY 2018

CLOSING DATE: 25 MAY 2018

POSITION TITLE: HUMAN RESOURCES ASSISTANT (MILITARY)

UNIT/LOCATION: 124 FSS – BOISE, IDAHO

WHO MAY APPLY:

CURRENT IDAHO AIR NATIONAL GUARD CAT II AGR'S AND HAS THE ABILITY TO OBTAIN THE 3F0X1 AFSC.

RANK: AMN - TSGT

UMD AFSC REQUIREMENTS: 3F071

UMD MAXIMUM GRADE/RANK: E-6 (TSGT)

*****APPLICATIONS MUST BE RECEIVED NLT 1600 HOURS ON THE CLOSING DATE*****

*****THIS IS A CONCURRENT ANNOUNCEMENT WITH TECHNICIAN # 18-138, GS-07*****

AGR ELIGIBILITY REQUIREMENTS:

1. Applicant must become a member of the Idaho Air National Guard (IDANG) before entering the AGR program.
2. If the UMD position requires a mandatory training school for the award of the 3-level AFSC, they may be assigned immediately. The following statement will be included in the remarks section of the AF Form 2096 Classification/On-The-Job Training Action: "I acknowledge that I will attend the first available course that would qualify me in the new AFSC. I will complete the course successfully and progress in training to a skill-level compatible with my UMD assignment. Failure to do so will result in the termination of my AGR tour." The AF Form 2096 must be accomplished before the orders are published.
3. AGR Airmen are subject to the provisions of AFI 36-2905, Fitness Program. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
4. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status.
5. Applicants receiving or eligible to immediately receive a federal retirement annuity or a state annuity for service as National Guard technicians are not eligible for entry on an AGR tour.

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6. Individuals selected for AGR tours must be able to complete 20 years active Federal service prior to Mandatory Separation Date (MSD) for officers, or age sixty for enlisted. Exceptions to this policy may be considered for a waiver as approved by The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding IAW ANGI 36-101, Attachment 3.
7. Applicant must not have been previously separated for cause from active duty or a previous AGR tour.
8. An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. 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.
9. Enlisted AGRs are not entitled to bonus incentives IAW ANGI 36-2607, Air National Guard Retention Program and Fiscal Year (FY) ANG Incentive Program - Operational Guidance. Exceptions are outlined in the FY Operational Guidance. If selectee is receiving an incentive/reenlistment bonus, contact the Military Personnel Flight Retention Office, 422-5393, for clarification of possible loss or recoupment of bonus.
10. Applicants for E-8 positions must have the ability to complete Senior Noncommissioned Officer Academy within 36 months of assignment IAW Para 2.23.1 of ANGI 36-2101 per NGB/AIP LOG# 10-026
11. All military positions must meet the requirements outlined in the respective Air Force Enlisted Classification Directory (AFECD) or Air Force Officer Classification Directory (AFOCD) as managed by the local Base Education and Training Manager (BETM).

HOW TO APPLY:

IF ANY REQUIRED DOCUMENTATION IS NOT INCLUDED IN YOUR PACKET, YOU WILL NOT BE CONSIDERED FOR THIS POSITION. IF YOU DO NOT HAVE A SPECIFIC DOCUMENT OR DO NOT KNOW WHAT IS BEING REQUESTED, PLEASE CALL (208) 422-3344

ANY ADDITIONAL DOCUMENTATION (LETTERS OF RECOMMENDATIONS, EPR's, ETC.) THAT ARE NOT MANDATORY DOCUMENTATION WILL BE REMOVED FROM THE PACKET.

Applications will not be accepted in binders or document protectors. All applicants must submit the following documents which are mandatory for evaluation:

1. SUBMIT A COMPLETED AND SIGNED NGB FORM 34-1, APPLICATION FOR ACTIVE GUARD RESERVE (AGR) POSITION. ****Click the paperclip icon in the upper left hand corner for the current 34-1****
2. INCLUDE A PERSONNEL (RECORDS REVIEW) RIP (AVAILABLE ON vMPF).
3. SUBMIT CURRENT COPY OF ANG POINT CREDIT SUMMARY (PCARS) - AVAILABLE ON VMPF. NOT REQUIRED FOR CURRENT IDANG AGRS OR CURRENT ACTIVE DUTY PERSONNEL.
4. SUBMIT ANY DD FORM 214s, CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY. NOT REQUIRED FOR CURRENT IDANG AGRS OR CURRENT ACTIVE DUTY PERSONNEL.
5. CURRENT MEMORANDUM STATING NON-ELIGIBILITY FOR A FEDERAL RETIREMENT ANNUITY. THIS MEMORANDUM IS A DOCUMENT THE MEMBER WRITES REGARDING THEIR ELIGIBILITY. ****Click the paperclip icon in the upper left hand corner for the memo template****

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6. SUBMIT CURRENT AND MOST RECENT REPORT OF INDIVIDUAL FITNESS FROM THE AIR FORCE FITNESS MANAGEMENT SYSTEM (AFFMS).
7. STATEMENT EXPLAINING THE OMISSION OF ANY OF THE ABOVE DOCUMENTS NOT SUBMITTED WITH APPLICATION.
8. SUBMIT A PROFESSIONAL RESUME OUTLINING YOUR EDUCATION, EXPERIENCE AND SKILLS.
9. RETAIN A COPY OF YOUR APPLICATION FOR YOUR PERSONAL RECORDS.
10. FORWARD applications to the address listed below. Applications must contain an original or digital signature and be delivered or mailed at your own expense. If you are sending your application via Priority Mail, Fed Ex, etc please allow an additional 3-5 days to the shipping time as they are not delivered directly to HRO. Applications not received by HRO by the closing date will not be accepted. Applications will not be returned. Electronic submissions are not accepted at this time except in instances approved by the Air AGR Manager.

**HUMAN RESOURCE OFFICE/AGR
ATTN: SMSGT BEALE/AIR AGR MANAGER
4794 GEN MANNING AVE., BLDG 442
BOISE, IDAHO 83705-8112**

APPLICATION PACKAGES

An individual must meet the requirements of the Area of Consideration. Those applicants who meet the established requirements will be forwarded to the selecting supervisor. If there are no applicants with the required AFSC and/or the selecting supervisor determines the applications received do not meet their approval/requirements, the application packages of other applicants may be requested from HRO.

DUTIES AND RESPONSIBILITIES:

1. A complete description of duties and responsibilities can be found in Position Description [D1623000](#).

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STEVEN D. BEALE, SMSgt, IDANG
Air AGR Manager