

**WISCONSIN ARMY NATIONAL GUARD
ARMY ACTIVE GUARD RESERVE (OTOT) VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 21-117

DATE: 22 Apr 21

CLOSING DATE: 05 May 21

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

Training NCO (OTOT), PARA 404 LINE 02, E6, 68J3

APPOINTMENT FACTORS:

OFFICER()

WARRANT OFFICER()

ENLISTED(X)

LOCATION OF POSITION:

CO C (MED) 132 BSB
700 24TH STREET
RACINE, WI 53403

WHO MAY APPLY:

This is a one-time occasional tour (OTOT). Open to any current member of the WIARNG or Regular Army/USAR/National Guard Soldier eligible for enlistment in the Wisconsin Army National Guard.

AREA OF CONSIDERATION: This position is open to current members of the Wisconsin Army and/or Air National Guard in the grades of: E4 to E6. Individual selected will receive an FTNGD-OS Tour with the Wisconsin Army and/or Air National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.

INSTRUCTIONS FOR APPLYING: The documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

1. Cover Letter: Must include name, rank, job announcement number, position title, duty status (traditional, technician, AGR, etc.) for which you are applying, and contact information (i.e. Phone numbers and an e-mail address). Additionally, the cover letter must provide an explanation for any missing documents within the remainder of the application. Failure to do so may result in disqualification.
 2. NGB Form 34-1: Application for AGR Position, dated 11 November 2013. All applicants must complete the NGB 34-1, including on-board AGRs. Ensure the form is signed and dated.
 3. SF 181: Ethnicity and Race Identification. Form is required for packet, however completion of form is voluntary. Information is used for hiring board composition only.
 4. Evaluation Reports (OER/NCOER): Include no less than three most-recent NCOERs/OERs, covering a period of three years. When less than three evaluation reports exist, include all available evaluations and include any missing documents in the cover letter. Recommend including letters of recommendation when less than 3 years of rated time is available.
 5. Record Brief (ERB/ORB/SRB): Service members should review for accuracy and include the most-recent version available. Contact your unit's Readiness NCO for assistance, if necessary.
 6. DD 214s: All copies. Service members may download from iPERMS or consult their Readiness NCO for assistance.
 7. RPAS Statement: NGB 23A. Service members may download from iPERMS or consult their Readiness NCO for assistance.
 8. ASVAB Scores: MEPCOM 680, MEPCOM 714, DD 1966, Transcripts, REDD Report, Prior Service Record or alternate documentation of ASVAB scores. Applicants who do not possess the advertised MOS/AOC must include verification of required ASVAB scores to obtain the advertised MOS/AOC.
 9. DA Form 705: Due to restraints imposed by the COVID 19 pandemic, applicants must submit their most recent DA 705 and height/weight statement, regardless of effective date. Service members for whom favorable personnel actions have been suspended (flagged), will not be considered for AGR positions.
 10. Height and Weight Statement/Memorandum: Service members must obtain an endorsed statement which verifies their compliance with the Army weight control program. Service members for whom favorable personnel actions have been suspended (flagged), will not be considered for AGR positions.
 11. Individual Medical Readiness (IMR) Report: Applicants must include most-recent IMR, which indicates current PULHES. PULHES must meet minimum qualifications for the MOS/AOC associated with advertised position. If recently corrected medical deficiencies are not shown on IMR, service members must coordinate with their units to have records updated. Ensure this information is also annotated on the cover letter.
 12. Approved Stabilization Waiver/Exception to Policy (ETP): Applicable for service members within 18 months of initial WIARNG AGR tour or those within 12 months of reassignment.
 13. Letter(s) of Recommendation (LOR): Applications may include letters of recommendation when applicable and/or appropriate. LORs may not be used to substitute missing documents.
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POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must be a member of the Wisconsin (ARMY and/or AIR) National Guard and qualify for and be placed in the following compatible MOS/AOC: 68J3

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must meet qualifications necessary for entry into CMF 68J in accordance with DA Pam 611-21, Chapter 10, Paragraph 10-68J.b.
 2. This is a one-time occasional tour (OTOT): Soldiers serving on an OTOT are not eligible to compete for CEP positions advertised to current, on-board AGR, but may apply for OTS career positions // Time served on OTOT will not count toward an initial AGR tour // Consecutive OTOT tours are not authorized // Soldiers released from active duty due to board action are ineligible to apply
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BRIEF JOB DESCRIPTION:

Provide supervision over unit's training requirements to enhance the unit's readiness. Responsible for monitoring non-DMOSQ Soldiers, Officer Education System (OES) / Noncommissioned Officer Education System (NCOES), and submitting individual training requirements. Forecast and coordinate school seats via ATRRS. Develop and publish unit training calendar and schedules; forecast ammo requirements. Forecast and secure training resources to include training sites. Responsible for

updating and maintaining the unit mobilization files. Position requires knowledge of the Department of the Army Mobilization and Processing System (DAMPS), Defense Training Management System (DTMS), Army Training Requirements and Resource System (ATRRS), Defense Travel System (DTS) and a basic understanding of Microsoft based programs. Perform other duties as assigned.

SELECTING SUPERVISOR: