



Washington Air National Guard

Active Guard Reserve (AGR) Announcement

JOB ANNOUNCEMENT # 22-082-ANG

POSITION INFORMATION

Position:	Chief Enlisted Manager	Grade:	E-9/CMSgt
Location:	225th Air Defense Squadron	AFSC:	1C500
Opening Date:	15 July 2022	Closing Date:	16 August 2022

WHO CAN APPLY

All current members of the Washington Air National Guard and those eligible to join

INITIAL ELIGIBILITY CRITERIA

The following criteria must be met as of closeout date of this announcement, (unless otherwise noted), to be considered:

- Must possess or be able to obtain a **SECRET** security clearance
- Must possess the 1A391, 1C191, 1C291, 1C391, 1C491, 1C591, 1C691 AFSC
- Must have met all requirements for an Associate's Degree or CCAF by the closeout date
- Must be **promotion eligible to CMSgt by 1 April 2023**

SUMMARY OF DUTIES

This position is for the 225th Air Defense Squadron (ADS) Chief Enlisted Manager (CEM). The CEM is responsible to the 225th ADS Commander for overall leadership and management of all assigned enlisted personnel. The CEM is also responsible for ensuring administration and professional development of enlisted personnel. The CEM ensures school slots are available for those needing technical training/PME in-residence and works to obtain associated training days and dollars. The CEM represents the ADS for all personnel issues with the career field Functional Area Manager, State Human Resources Office, and higher headquarters. The CEM serves on selection boards, annual awards boards and other boards as needed. The CEM Performs all operations and readiness support functions, as required. Additionally, the CEM will support the local Chief's Group and be an active participant in state functions. Applicant should have extensive experience managing personnel, processes, and programs in support of the Squadron's 24/7 NORAD operations. The ability to lead and work effectively with a diverse work force is essential; must possess a demonstrated ability to manage numerous real-time activities while guiding functions towards a desired future state. Proven experience in leadership roles and experiences in managing diverse groups will be reviewed in the selection of position. WA ANG policy requires initial AGR tours to be



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three years with potential for renewal at the end of the initial tour. Subsequent AGR tours are limited to a maximum of no more than four years, with a retention look each year after 20 years total time.

ELEMENTS

- Experience leading people toward professional and personal success.
- Experience managing and directing resources and projects in dynamic work environments.
- Proven internal/external relationships to include, but not limited to NGB, AFNORTH, NORAD, state & community.
- Knowledge of Air Defense operations is highly desirable.
- Knowledge of Command and Control is highly desirable.

APPLICATION INSTRUCTIONS

Applicants may apply for this position by submitting the following:

- 1) Resume cover letter (not required, but highly encouraged).
- 2) NGB 34-1, Application for Active Guard Reserve (AGR) position, version dated 20131111
- 3) Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties)
- 4) Current Report of Individual Person (RIP) from the vMPF, under Self-Service Actions, Personal Data, Record Review, print all pages. A CDB, Career Data Brief, is NOT a substitute.
- 5) Point Credit Summary (PCARS) from the vMPF under Self-Service Actions, Personal Data, PCARS. Print "View All", minus the PCARS definitions and FAQ pages (only applies to current members of the USAFR or ANG)
- 6) Current Fitness Report from myFitness (only applies to current members of the USAF, USAFR or ANG)
- 7) Response to Job Elements (not required, but highly encouraged)
- 8) EPRs (last 3)

Submission of application:

Email applications to: LORIE.K.MOORE.MIL@ARMY.MIL (do not use "us.af.mil" or "mail.mil") or can be sent through DoD Safe.

**All application documents must be consolidated into a single .pdf file if at all possible. Portfolio format is ok.*

**Name your .pdf file with the announcement number and last name. (Ex. 22-082-ANG Moore)*

**When emailing applications, please put the announcement number and last name in the subject line.*

**If you do not receive an email "confirmation of receipt" within 5 duty days of emailing your application, please contact CMSgt Lorie Moore at 253-512-8347 or DSN 323-8347*

Complete applications must be received by this office by 1630 (Pacific Time) on the closing date of the announcement. Complete applications not received by HRO by the closing date/time will not be accepted. Applications will not be returned.



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ADDITIONAL INFORMATION

- New AGR's will be placed on a 3 year probationary tour. Continuation orders will be issued through a tour renewal request or an AGR Continuation Board as applicable.
- Equal Employment Opportunity: The Washington National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.
- Enlistment/Appointment in the Washington Air National Guard is a condition for retention in the AGR program.
- Potential for promotion in the position is conditional upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.
- Promotion is dependent on meeting all the requirements IAW AFI 36-2502 and the WA ANG AGR TAFMS requirements.
- The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the Adjutant General of the State of Washington or designated representative.
- Applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD) for officers, age 60 for enlisted. If unable to meet this requirement a statement of understanding must be completed prior to start date.
- Military grade cannot exceed the maximum military grade authorized. A member who is overgrade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.
- Point of Contact at Unit: Col Antony Braun, 225th Air Defense Squadron. (253) 982-4600, DSN 382-4600, antony.braun.2@us.af.mil
- Point of Contact for general AGR announcements:
CMSgt Moore, AGR Manager for Air (253) 512-8347, DSN 323-8347