NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204-1382

S: 9 October 2015

ARNG-HCM

2 October 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard (ARNG) Title 10 One Time Occasional Tour (OTOT) Announcement for Recruiting and Retention Division (HRR) Sergeant Major, Arlington, VA

1. References:

a. AR 135-18, The Active Guard Reserve (AGR) Program, 1 November 2004.

b. Memorandum, National Guard Bureau, ARNG-HRH, 12 December 2013, subject: Title 10 Army National Guard Active Guard Reserve Life Cycle Management Strategy and Plan (ARNG-HRH Policy Memorandum #13-041).

2. The ARNG is seeking applications from highly qualified Non-Commissioned Officers (NCOs) to serve as Recruiting and Retention Division (HRR) Sergeant Major, Arlington, VA.

3. Eligibility. Current ARNG Traditional M-Day, Title 10 AGR Soldiers (including the next available CPMOS 79T Soldier on the FY 15 Title 10 Sergeant Major promotion board Overall Board Ranking), and Title 32 (T32) ARNG AGR in the grade of Sergeant Major (E9), are eligible to apply.

4. The selected NCO will be processed as outlined below dependent upon their current duty status.

a. T32 AGR NCO – will be accessed into the T10 AGR program for a duration of two years on a One Time Occasional Tour (OTOT) with the option of a third year dependent upon control grade voucher availability. Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to the T32 AGR program or to traditional duty status.

b. Traditional (M-Day) NCO – will be accessed into the T10 AGR program for duration of two years on a One Time Occasional Tour (OTOT) with the option of a third year dependent upon control grade voucher availability. Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to traditional duty status.

c. T10 AGR NCO – will remain in the T10 AGR program and will receive Permanent Change in Station (PCS), or reassignment orders.

5. Brief Duty Description. Serves as the Senior Enlisted Advisor to the Chief, Recruiting and Retention Division-HRR; plans, projects, and coordinates with HCM on all Title 10 79T enlisted personnel reassignments; reviews and provides input to the Division Chief regarding NCOERs on enlisted Soldiers assigned to the Division; interfaces and advises the ARNG CSM on all strength matters and objectives; has OPR on all Title 10 79T Soldiers; interfaces with National Recruiting and Retention Advisory Council CSMs on all strength objectives and concerns.

6. Pre-requisites:

a. Applicants must meet AGR eligibility requirements IAW AR 135-18.

b. Rank: Sergeant Major/E-9

c. MOS: 79T

d. Civilian Education: High school graduate or equivalent required.

e. Experience: must have been awarded the Army National Guard Expert Recruiting and Retention Badge and successfully served a minimum of three years as a 79T (T10 or T32 AGR).

f. Security Clearance: Must possess a current secret security clearance or higher at the time of application.

g. Eight months or less remaining on approved High School Stabilization (T10 only).

h. 12 months or more in current position (T10 only).

7. Application.

a. Application procedures and required forms are available on the ARNG GKO website: https://gkoportal.ng.mil/jobs/SitePages/Home.aspx. Additionally, applicants need to submit both a military biography (see "Optional – SGM Open Compete Military Bio – example" on GKO) and a letter to the board. The letter should detail your unique qualifications and how you would benefit the organization in this position.

b. Application packets should be sent to the National Guard Bureau Readiness Center, ARNG-HCM-E, 111 South George Mason Drive, Arlington, VA 22204-1373 or e-mailed to the POC listed below. All packets must be in accordance with the application process and be received no later than 9 October 2015.

c. Applications received with postage funded by the US Government for "personal" mail will be destroyed. Applications received with (TAG, MILPO, etc.) endorsements are authorized US Government funded postage. Use of US Government funded overnight or express mail is not authorized.

d. This announcement will close at 1700 EST on 9 October 2015. Packets received after this time or packets that are not complete IAW the T10 AGR NCO application checklist will be returned without action.

8. Point of contact for position information is SGM Donald Kiefer (ARNG-G1), DSN 327-9118 or 703-607-9118, email at donald.w.kiefer.mil@mail.mil.

9. Point of contact for packet submission is SFC Allen McGarry, Human Capital Management Division (ARNG-HCM-E), DSN: 329-7501, 703-601-7501, or allen.d.mcgarry.mil@mail.mil .

Encl

Roberta Neidt
ROBERTA NEIDT
COL, AG
Chief, Human Capital Management Division

DISTRIBUTION:
STATE CHIEFS OF STAFF
ARNG SR GUARD ADVISORS
MILPOS
Guard Knowledge Online