



AIR NATIONAL GUARD (ANG) ACTIVE DUTY FOR OPERATIONAL SUPPORT (ADOS) ANNOUNCEMENT

Please submit ADOS application to usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

If unable to encrypt or the application is over 4MB, please forward via <https://safe.amrdec.army.mil/safe/> to the above address

ANNOUNCEMENT NUMBER:

17-151C1

CLOSE OUT DATE:

Open until Filled

POSITION TITLE:

Affiliate School Manager, Community College of the Air Force

POSITION INFORMATION:

Length: 30 Sep 17
ADOS, Title 10 - 12301d

RANK/GRADE REQUIREMENT:

TSgt - MSgt

AFSC REQUIREMENT:

Any

LOCATION:

Maxwell-Gunter AFB, Alabama

WHO MAY APPLY:

Qualified ANG members only

POC Position:
SMSgt Jeff Shirley
DSN 596-2361
Comm: 334-416-2361

Position Description (Duty Description):

Individual will serve as Liaison between CCAF and Affiliated Schools ensuring compliance with all policies and standards. Individual will serve on the CCAF affiliated schools/faculty implementing and maintaining the standards necessary for the Community College of the Air Force to comply with all Southern Association of Colleges and Schools accreditation requirements.

Individual must be able to interact with CCAF Academic professionals, both military and civilian, to ensure policy compliance. Responsible for project management necessary to accomplish finished products on time and at a high quality, while incorporating diverse requirements and viewpoints into the final product. Position impacts enlisted leaders and all levels of CCAF leaders/advisors.

Acts as the Liaison between CCAF and affiliated ANG schools. Interpret SACS Principles of Accreditation as they apply to CCAF Affiliated Schools on advice of the Dean and Associate Deans. Contacts all assigned affiliated ANG

schools at least monthly. Responds to customer requests quickly and professionally. Monitors Faculty Credentials in STARS-FD and ensure full description of qualifications for faculty roster. Conduct School Visits to keep the gatekeepers informed, briefs the Dean and Associate Dean before and upon return, writes school visit trip reports, conducts follow-up as needed after visit. Informs ANG channels as required of affiliated ANG school compliance and accreditation. Maintains and monitors the STARS-FD database, executes reports/inquiries on each school monthly. Reviews student instructor records at each ANG school on a bi-weekly basis. Conducts training for CCAF ASL, Advisor, and BETM workshops. Conducts site visits to help units counsel students/educate the enlisted force on CCAF and conducts training sessions at CCAF for new CCAF advisors. Provides guidance for Schools seeking affiliation/disaffiliation.

Desirable requirements include, but are not limited to: experience in education environments, knowledge of computer systems including local area networks, hardware/ software utilized in learning environments, data communications.

The Master Sergeant (E-7) grade ensures compatibility with assigned Active Duty members. Experience level, length of service, and senior NCO status will facilitate appropriate interaction with senior leadership within CCAF. The MSgt grade also ensures appropriate grade for conducting and following up on CCAF Affiliate School Compliance Requirement Visits.

ADOS Requirements

The information herein is For Official Use Only (FOUO) which must be protected under the Privacy Act of 1974, as amended. Unauthorized disclosure or misuse of this PERSONAL INFORMATION may result in criminal and/or civil penalties.

Submit all application requirements in a single PDF document to

usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

Rank/Name:

Announcement #

Contact Email:

Contact Phone:

____ Resume: (SF171 not accepted)

____ Physical Fitness Assessment: Current Physical Fitness Test (all pages) within past 12 months.

____ AF Form 422 - Notice of AF Members Qualification Status: With NO restrictions, validated within the last 60 days from the date your application is received. Form must indicate member does not have a deployment restriction (Code 31) or is undergoing an MEB (Code 37). "Working copy" will NOT be accepted. Upon final selection, you may need to provide an updated AF422 within 60 days.

____ vMPF RIP: Must include all pages.

____ PCARS RIP: Point Credit Accounting and Reporting Systems From vMPF

____ Sanctuary Waiver: IF TAFMS is 16 years or greater; must submit a Statement of Understanding Waiver of AD Sanctuary.

<https://gum-crm.csd.disa.mil/ci/fattach/get/2556240/1368200018/redirect/1/filename/4.%20New%20-%20NGB%20Delegation-Not%20Invoke%20Sanctuary%20Message%20Final.pdf> I understand I will not be authorized to enter into Sanctuary during the period of the ADOS order

____ 1095 Day Analysis: Letter with analysis of how many days performed during the last 1,460 days.

____ TAG (or designated rep ATAG/CoS) and Wing CC Acknowledgment required.

____ Officers: Last 3 OPRs (no EPR for enlisted) IAW MPFM 07-45 dated 11 Jul 07, para 17b "OPRs on AFRC and ANG Officers are due to the CSS no later than 30 days after close-out and to HQ ARPC no later than 60 days after close-out."

____ I understand this requirement is reviewed annually for continued service into the next FY dependent upon 201st Commanders Approval and funding availability. (ADOS requirements are funded FY to FY and there is no guarantee of continued service)

____ I understand that I will remain assigned to my home unit and State. Records management, to include publishing orders, personnel record updates, evaluations, leave, fitness, ancillary training, etc., will remain the responsibility of myself and my home unit.

____ I have read ANGI 36-2001, Management or training and Operational Support within the Air National Guard.

____ I understand I will not be authorized to enter into Sanctuary during the period of the ADOS order.

____ I understand that my tour will NOT be extended past 1095 days without an approved waiver from the Director of the ANG (DANG) or Office of the Secretary of the AF for Reserve Affairs (SAF/MR).

____ I understand my DTS profile must be detached from my home unit to allow the Host Directorate to attach me in DTS and provide resources for subsequent TDY's as required.

____ I understand I must out-process with my home unit's TDY requirements as applicable.

____ I will notify NGB/HR of any change in my ADOS orders, fitness failure, or change in World Wide Qualification for duty status. (Assignment Limitation Codes, MEB's, etc)

PAY

____ I certify, to the best of my knowledge and belief, all the information provided or attached to this application is accurate and made in good faith. I understand that fraudulent information on or attached to this application are grounds for rejection or release during the application process or during the duration of my tour.

Digital or Wet Signature

Submit completed Application in a single PDF to:
usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

SAMPLE ACKNOWLEDGEMENT

ADOS TOUR < 90 DAYS:

I acknowledge (applicant's rank/full name) decision to apply for Active Duty Operational Support Announcement (ADOS): (announcement#), Duty Title: (full duty title on announcement), Duty Location: (full duty location on announcement). I agree to release this member through (date or FY) if selected for this ADOS tour.

This member is within Air Force Fitness Standards as outlined in AFI 36-2905. This member is not delinquent and has not misused their government travel card. Member has not exceeded 1,095 days during the previous 1,460 days. (verified by Budget officer/Comptroller/Budget Analyst 1095 letter) Member will not enter into sanctuary during this tour or has signed a sanctuary waiver. This member will remain assigned to (State in which currently assigned). Records management, to include publishing of orders, leave and personnel updates will remain with their servicing MPS.

Signature block: Field members must have Wing CC or designated representative

ADOS TOUR >90 DAYS:

I acknowledge (applicant's rank/full name) decision to apply for Active Duty Operational Support Announcement (ADOS): (announcement#), Duty Title: (full duty title on announcement), Duty Location: (full duty location on announcement). I agree to release this member through (date or FY) if selected for this ADOS tour.

This member is within Air Force Fitness Standards as outlined in AFI 36-2905. This member is not delinquent and has not misused their government travel card. Member has not exceeded 1,095 days during the previous 1,460 days. (verified by Budget officer/Comptroller/Budget Analyst 1095 letter) Member will not enter into sanctuary during this tour or has signed a sanctuary waiver. This member will remain assigned to (State in which currently assigned). Record management, to include publishing of orders and personnel updates will remain with their servicing MPS.

Signature block: Field members must have Wing CC AND TAG or designated representative

SAMPLE STATEMENT OF UNDERSTANDING

Waiver of Active Duty (AD) Sanctuary (Air National Guard)

Fillable file located at:

<https://gum-erm.csd.disa.mil/ci/fattach/get/2556240/1368200018/redirect/1/filename/4.%20New%20-%20NGB%20Delegation-Not%20Invoke%20Sanctuary%20Message%20Final.pdf>

1. I understand that under the sanctuary protection provided to me by 10 U.S.C. §12686(a), if I serve the period of AD now being offered to me and which is the subject of this waiver (from (DATE) to (DATE) at (LOCATION)), I will then be serving on AD within 2 years of becoming eligible for retired pay under the military retirement system. After I enter that 2-year sanctuary, I cannot be involuntarily released from AD, without approval by the Secretary of the Air Force (SAF), before I become eligible for retired pay.
2. I understand that in order for me to serve this AD period, which would bring me within the sanctuary protection, I must waive my right to the sanctuary protection, which would otherwise apply to me.
3. This waiver, shown by my signature below, means I will not receive sanctuary protection even though I will be serving on AD within 2 years of becoming eligible for retired pay. Therefore, I may be released from AD without the SAF approval even though serving on AD within 2 years of becoming eligible for retired pay.
4. I also understand that my waiver submitted here nor any order requiring me to perform further voluntary service on AD is effective until and unless this waiver is approved in writing by National Guard Bureau, Force Management (NGB/A1POF) as delegated by the Secretary of the Air Force (SAF).

I, _____ (Typed, Rank, Name, SSN) voluntarily waive my right to invoke sanctuary as provided under Title 10, U.S.C. §12686 (b).

(Please initial each statement)

I have read the above explanation and have been fully counseled on the impact that it has on my participation.

I understand that by waiving my right to sanctuary for an AD retirement I am allowed to perform an Active Special Work (ADSW) or Manpower Personnel Authorization (MPA) or temporary Active Guard/Reserve (AGR) tour of less than 180 days.

I understand that while performing the approved tour I may not claim sanctuary.

I understand that for each type of AD tour or extension thereof that I request, except Active Duty for Training (ADT), a new waiver will be required and accomplished.

I understand that my AD tour will not begin until I have proper approval from the SAF or designee.

I understand that this tour, may not be extended beyond 179 days.

I understand that this written document will be filed at NGB/A1POF and in my electronic Automated Records Management System (ARMS) record as evidence that I have waived my right to sanctuary protection.

Member's Full Signature and Date

Witness Signature

1st Ind, Unit Commander

Date

Wing Commander State/Territory JFHQ-ANG In Turn

MEMORANDUM FOR NGB/A1POF

I support the action of requester to waive his sanctuary protection to perform the above voluntary tour of AD.

Cc: Individual

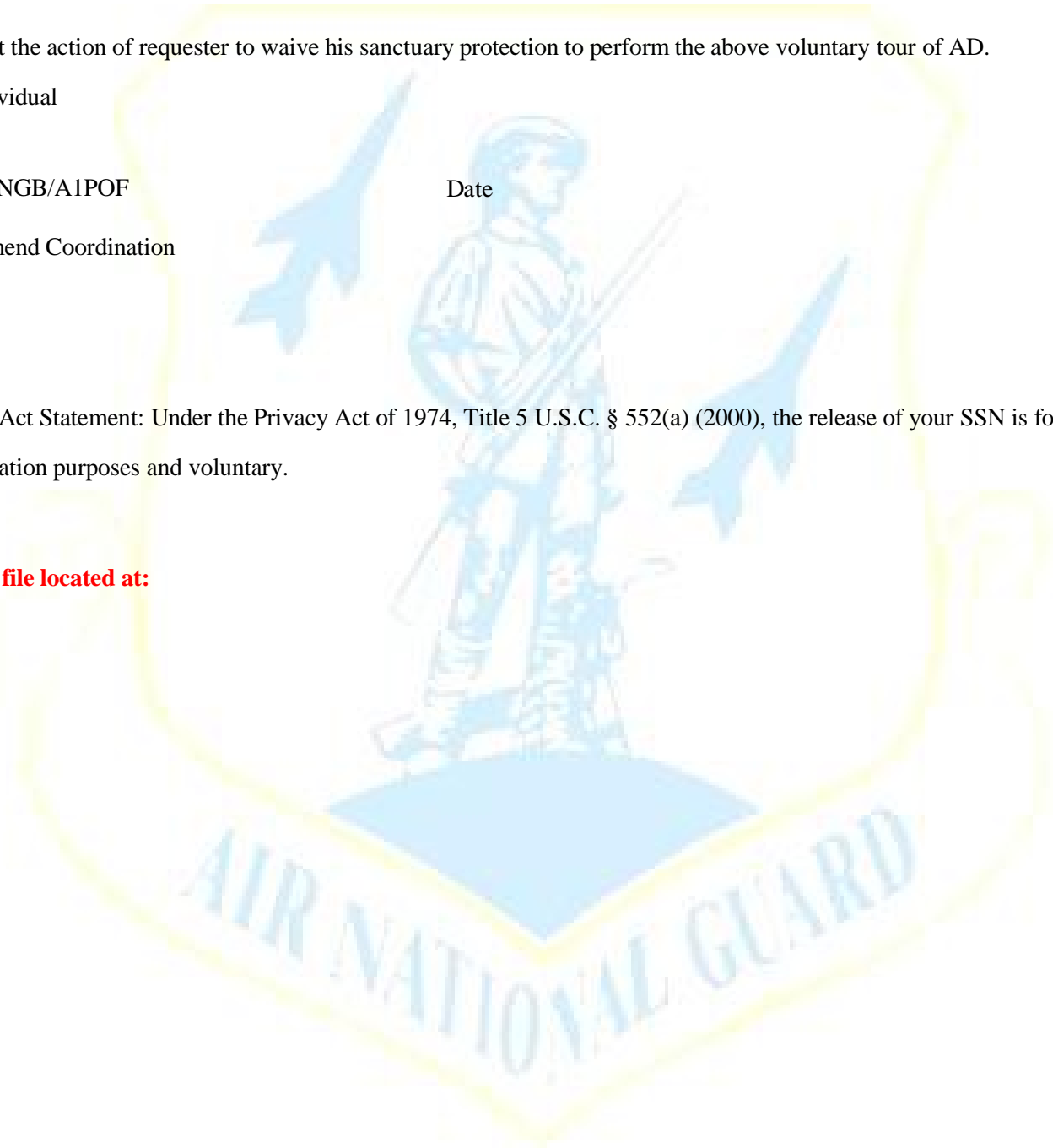
2nd Ind, NGB/A1POF

Date

Recommend Coordination

Privacy Act Statement: Under the Privacy Act of 1974, Title 5 U.S.C. § 552(a) (2000), the release of your SSN is for identification purposes and voluntary.

Fillable file located at:



SAMPLE 1095 DAY ANALYSIS

MEMORANDU FOR NGB/HR

FROM: UNIT

SUBJECT: 1095 Day Analysis for RANK/NAME

Air National Guard (ANG) personnel performing Active Duty for Operation Support (ADOS) or Full Time National Guard Duty (FTNGD) exceeding 1,095 days during the previous 1,460 days must be counted against either the Active Component (AC) or Active Guard and Reserve (AGR) end strengths consistent with tour funding.

Per National Guard Bureau (NGB)/A-1 Memorandum dated 20 October 2011, SUBJECT: NGB/A-1 Guidance on Air National Guard (ANG) 1,095 Program Management; applicable tours are those under Title 10 U.S.C. 12301(d), Title 32 U.S.C. 502(f), and Title 32 Special Training (ST) orders utilized for operational support. All Counterdrug orders are exempt from 1,095 accounting.

Signature

Common Questions

Q: If selected how does the state cut my orders over the FY?

A: FM POC: If the intent of the order is for the member to be on an order for over 180 days – TDY with PCS entitlements - then the order should be cut for the entire period and place the statement below on the order. "Authorizations to cite the next fiscal year does not constitute authorizations to obligate funds until approved by Congress"

If no days are available after 30 Sep of that year then the order can be cut back and the member would still be entitled to be PCS'd back to the HOR.

Q: Is it Mandatory for ADOS Airman to attend ANGRC in-processing?

A: HR POC. Yes. As of 1 Feb 2016.

Q: Do Guard members assigned on a permanent or temporary basis to support the National Guard Bureau have to be in Title 10 Status?

A: Varies: See CNGBI 301 01 20120423 para 4. However, for this ADOS tour, the Airman will be in Title 10 Status.
<http://www.ngbpdc.ngb.army.mil/pubs/CNGBI/CNGBI.htm>

Q: Can I be promoted while on an ADOS tour?

A: POC A1. Yes. Airman are TDY to these locations and still assigned to the state. Any promotion action would be processed through the STATE.

Q: Do I receive an Evaluation for the ADOS tour?

A: POC A1. The State is still responsible for any Evaluations that close out during this timeframe.

Q: Is this a PCS?

A: POC: FM –A tour over 180 days receives "PCS entitlements". This includes movement of household goods and DEERS associated Family members. Airman and Family must meet all medical qualifications if the location requires.

Q: Is there an API code associated with the tour?

A: POC A1: No. Airman are still assigned to their State. There is not a Unit Manning Document Position assigned to ADOS tours.

Q: Is Tuition Assistance available while on an ADOS tour:

A: POC A1 / 11 FSS Varies: May be available while on Title 10 Orders dependent upon funding and length of tour.

Q: Do I out process my Base?

A: Airman must utilize the unit and base out processing for a TDY. Remember Airman remain assigned to the State during these tours.

****THE HIRING DIRECTORATE, NGB/CF, ANGRC/CC & NGB/HR RESERVE THE RIGHT TO REMOVE THIS ADVERTISEMENT AT ANYTIME.**

PCS ENTITLEMENTS

- ✦ **PCS entitlements for a member on ADOS orders PCSing for more than 180 days and Outside the Local Commuting Area as identified in DOD Directive Number 4515.14.**
- ✦ **During a PCS a member may elect to:**
 - ◆ Travel by privately-owned conveyance (POC), or
 - ◆ Personally procured transportation by common carrier or
 - ◆ Be provided transportation in kind
- ✦ **Allowable Travel Time:**
 - ◆ When Traveling by POC a member is authorized 1 travel day per 350 miles traveled. The distance is determined by the number of miles between the zip code at the old PDS and the zip code at the new PDS. An additional travel day is allowed when there is an excess of 51 miles. When the total official distance is 400 miles or less, 1 travel day is allowed
- ✦ **Mileage Rates:**
 - ◆ A member can be reimbursed mileage for up to 2 vehicles
 - ◆ Authorized Traveler: \$0.23 per mile
 - ◆ Additional travelers in the same vehicle: \$0.02 per mile
- ✦ **Per diem (MALT):**
 - ✦ Member is paid a flat rate of \$129 per authorized travel day. If the member utilizes only 1 travel day the member is paid only 75% of the \$129
 - ✦ Dependents 12 years and older receive 75% of the member's MALT
 - ✦ Dependents under 12 years old receive 50 % of the member's MALT
- ✦ **Household Goods Transportation and Storage:**
 - ◆ When a member is directed to PCS they are entitled to transportation and/or storage of household goods at the government's expense. The member's weight allowance depends on the member's rank and dependency status.
- ✦ **Personally Procured Transportation U5630 (PPM):**

- ◆ Member may elect to transport his or her own HHGs. The member is paid a percentage of what it would have cost the government to move the member. The reimbursement is taxable. The member must coordinate their PPM through TMO first. Please see your local TMO for details.

◆ **Temporary Lodging Expense Allowance**

- ◆ TLE partially offsets the added living expenses incurred incident to a PCS. TLE includes per diem for lodging and meals. Rates are determined by the per diem rate for the area in which the member lodges. The member must use government lodging or receive a non-availability statement if lodging is available at the new PDS or old PDS.
- ◆ Member is paid up to 10 days for a PCS to a CONUS location (member may split the days between the old and new PDS)
- ◆ Member is paid 5 days for a PCS from the CONUS to OCONUS (and vice verse)

◆ **Dislocation Allowance JFTR (5600)**

- ◆ DLA is to partially reimburse a member (with or without dependents) for expenses incurred relocating a household during a PCS. The amount is based on the member's rank and dependent status. A member may receive only 1 DLA payment per fiscal year.

◆ **Entitled to DLA**

- ◆ Active duty more than 20 weeks in one location, accepts PCS & move to new assignment with dependents or move dependents Examples: Training School, Stat Tours and Mobilization /MPA
- ◆ On the first PCS if dependents relocate with the member
- ◆ On second PCS if members is quartered off base

◆ **Not Entitled to DLA**

- ◆ Release Active Duty after more than 20 weeks at one location, return trip home with dependents
- ◆ Leave Active Duty to take AGR job last PCS the member is moving for their convenience and not government
- ◆ Leave AGR job to transfer to another unit