



Alaska National Guard  
Active Guard Reserve (AGR)  
Position Announcement #  
**AKARNG 19-29B**

<https://dmva.alaska.gov/employment/>

<b>POSITION TITLE:</b> CHAPLAIN'S ASSISTANT	<b>AFSC or MOS</b> 56M (Must Hold)	<b>OPEN DATE:</b> 28 Jan 2019	<b>CLOSE DATE:</b> <b>31 MAR 2019 (EXTENDED)</b>
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<b>UNIT OF ACTIVITY/DUTY LOCATION:</b> HHB 49th GMD, FORT GREELY, ALASKA	<b>GRADE REQUIREMENT:</b> <b>Min: E-1</b> <b>Max: E-5</b>
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<b>SELECTING SUPERVISOR:</b> MAJ Michael Long	<b>Paragraph/Line#</b> 111/02
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**AREAS OF CONSIDERATION**

- Zone 1: On-board AK ARNG AGR only (Must hold advertised MOS)
- Zone 2: Alaska Army National Guard members (Must hold advertised MOS)
- Zone 4: Nationwide or Tri-State (AK, CA, and CO) military members eligible for membership in the AKARNG (Must hold advertised MOS)

**MAJOR DUTIES MAY INCLUDE**

ARMY GUARD: Refer to attached pages for more info on the duties for this MOS link: Smartbook  
[usacac.army.mil/cac2/Retention/mos%20book.doc](http://usacac.army.mil/cac2/Retention/mos%20book.doc)

**INITIAL ELIGIBILITY CRITERIA**

- \*In addition to criteria listed on attached pages\*
- Security Clearance- must be able to obtain SECRET
  - Aptitude Requirement: score at least a 90 on the clerical area of the ASVAB (No Waivers).
  - A physical profile of 222221.
  - Current PHA and Medical Screening
  - Must meet the body composition standards prescribed in AR 600-9.
  - Must meet the medical fitness standards for retention per AR 40-501, chapter 2.
  - Occupational Physical Assessment Test (OPAT) requirements: A minimum OPAT score of Standing Long Jump (LJ) -0120 cm, Seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demand Category in Significant (Grey).
  - Must meet all requirements for Personnel Reliability Program (PRP) qualifications.
  - No record of conviction by special or general court-martial or civilian courts of offenses listed in AR 27-10 (Military Justice) Chapter 24 or otherwise required to register as a sexual offender under AR 27-10.
  - No record of more than 15 days lost (AWOL) under section 972-10-USC.
  - Soldier must have greater than 3 yrs remaining from Retention Control Points (RCP) cutoff.
  - Must be willing to reside in (relocate to) and work in Fort Greely, Alaska commuting area for 3 year tour
  - If selected for this position, Exceptional Family Member Program (EFMP) screening and evaluation must be completed on the service member and all dependents for use in determining approval of Command Sponsorship.

**PREFERRED QUALIFICATIONS**

In addition to the initial eligibility criteria and required forms listed application procedures, the following are preferred qualifications:

## SPECIAL ANNOUNCEMENT CRITERIA

- Upon selection, additional medical verification will be required prior to start of AGR tour.
- Continuation beyond initial 3-years tour will be subject to evaluation based on AGR Sub tour Continuation Board.
- There is a three year mandatory active service obligations for accepting a position at these locations and it must be completed while on active status.

## INSTRUCTIONS FOR APPLICANTS

Must be or be eligible to become a member of the Alaska Army National Guard

Must not be under a current suspension of favorable personnel actions

Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities

Applicants not currently serving on an AGR Tour must be able to serve at least 3 years in the AGR program prior to completing 18 years Active Federal Service (AFS) (any combination of Active Duty, Active Duty Special Work, Annual Training, and/or AGR program for a total of 18 years), or the date of mandatory removal. Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program without an NGB waiver

If a selectee does not possess the advertised MOS, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee. Applicants who voluntarily separated/resign from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation. Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities

Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program without an approved waiver (if applicable)

An applicant's military grade cannot exceed the maximum military authorized grade on the UMR for the AGR position. Acceptance of demotion must be in writing and included in the assignment application package. Application Package will not be forwarded without statement

Must be able to complete at least 10 years of continuous service in an AGR status prior to Mandatory Removal Date

## APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to [ng.ak.akarng.mbx.hro-agr@mail.mil](mailto:ng.ak.akarng.mbx.hro-agr@mail.mil). Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Complete applications must be received in HRO-AGR office no later than 2359 of the closing date. Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for but the complete application package must include all documents listed below. Items 2-6 are required by the Human Resource Office to determine qualifications. If the requested documents are not submitted, a letter of explanation must be included. Incomplete packages will not be considered for the position vacancy.

Packet must be in the following order:

1. Resume (Please include personal and military email).
2. NGB Form 34-1 dated Nov 2013 (Application for AGR Position) link: <http://dmva.alaska.gov/employment.htm>.
3. Last five Noncommissioned Officer Evaluation Report (NCOER) if applicable.
4. Current certified/validated copy of Enlisted Record Brief (ERB).
5. Current individual Medical Readiness (IMR) Report from MEDPROS with last Physical Health Assessment (PHA) within 12 months. \*It is important that you print the report, not the webpage screen).
6. Statement of all active service performed. The following documents are acceptable : Current NGB 23B, AHRC 249-E, DD 220, DD 214 and any accompanying DD215 as applicable.

### EMAILING REQUIREMENTS:

Ensure all requirements are consolidated into ONE single PDF. PDF File Name should be: Position Announcement Number, Last name, First name, Grade. Example: AKARNG 19-XX Doe, Jane E1. Email Subject should be: Position Announcement Number. Example: AKARNG 19-XX. Email Application Package to [ng.ak.akarng.mbx.hro-agr@mail.mil](mailto:ng.ak.akarng.mbx.hro-agr@mail.mil).

### QUESTIONS:

To verify receipt of application, you may call

(907) 428-6464 (DSN 317-384-4464)

(907)-428-6455 (DSN 317-384-4455)

**INSTRUCTIONS TO COMMANDERS/SUPERVISORS:** This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board. Selecting supervisor will contact qualified applicants for interviews. After the Human Resources Officer (HRO) approves the selection package, the HRO office will send a notification letter to all applicants of their selection/non-selection. The selection of an applicant is not final until the individual has been notified by the HRO-AGR. After the selecting supervisor makes a selection, the "routing" of the selection package begins and ends with HRO.

### THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.