

**ILLINOIS AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT**

HUMAN RESOURCES OFFICE ILLINOIS NATIONAL GUARD 1301 N. MACARTHUR BLVD. SPRINGFIELD, IL 62702-2317		POSITION TITLE: Theater Aerospace Operations Command & Control Officer	ANNOUNCEMENT NUMBER: 15A-048	
UNIT OF ACTIVITY & LOCATION: 183 rd FW Springfield, IL			OPENING DATE: 5 Jun 2015	CLOSING DATE: 6 Jul 2015
MAXIMUM UMD GRADE CURRENTLY ON BOARD: Lt Col/O-5	REQUIRED AFSC(s): 11X, 12X, 13X	APTITUDE REQUIREMENTS:	M: A: G: E: P: U: L: H: E: S:	
MAXIMUM GRADE NOT CURRENTLY ON BOARD: Capt/O-3				
SELECTING OFFICIAL: Lt Col Mark A. Hurley			CML: (217) 757-1812	
AREA OF CONSIDERATION: Military duty personnel on board a Title 32 AGR Tour with the 183 FW for the grades of O-4 and O-5. Military duty personnel eligible for a Title 32 AGR Tour with the 183 FW for the grades of O-1, O-2, and O-3.			NOTE: <ol style="list-style-type: none"> 1. Position Announcement Number and Position Title must be included on application. 2. Position will be filled pending approval of a Manpower Change Request. 3. Promotion is dependent upon the availability of a control grade. 4. This position is temporary indefinite until such time as the departing individual is either restored or the restoration period expires. 	

Conditions of Employment:

- Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. **RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour.**
- Air Force Fitness Standards. AGR Airmen are subject to the provisions of AFI 36-2905, Fitness Program.
- AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in ANGI 36-101 Attachment 3.
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.
- Individuals must **NOT** be eligible for, or receiving, an immediate Federal (military or civilian) annuity.
- Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade IAW ANGI 36-2503, Administrative Demotion of Airmen, when assigned to position. **Acceptance of demotion must be in writing and included in the application package.**
- Member must meet all eligibility criteria in ANGI 36-101, Air National Guard Active Guard Reserve (AGR) Program.
- Member must hold the required AFSC or be eligible for retraining to the required AFSC and meet all eligibility criteria in AFECD/AFOCD, 31 October 2012.

Additional Information:

- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

DUTIES & RESPONSIBILITIES:

Plans work to be accomplished by the division which consists of full-time Air Technicians, AGRs, as well as traditional Guardsmen engaged in technical and administrative work. Sets priorities and prepares schedules for completion of work. Assigns work to subordinate units based on priorities, selective consideration of difficulty and requirements of assignments, and the capabilities of employees. Reviews, accepts, amends, or rejects work. Provides advice, counsel, or instruction to supervisors and subordinate employees on both general policy and administrative matters. Consults with training specialists on training needs. Provides or makes provision for such development and training. Makes decisions on work problems presented by subordinates. Collaborates with heads of other units to negotiate, decide on, and/or coordinate work-related changes affecting other units not personally supervised. Advises officials with broader and higher responsibilities on problems involving the relationship of the work of the organization supervised to broader programs, and its impact on such programs. Evaluates employees. Approves selections for non-supervisory positions. Hears and resolves group grievances and serious employee complaints. Reviews serious disciplinary cases and disciplinary problems involving key employees and determines required action. Supports equal employment opportunity and labor-management relations programs. Ensures efficient position management and that position descriptions of subordinates are accurate. Approves/disapproves leave. Prepares performance standards. Responsible for all division activities which based on unit mission and equipment may include any of the following theater level Air Operations program support functional areas: Combat Operations, Combat Plans, and Training/Evaluation, Weapons and Tactics, and Scheduling. Unit mission may require additional functions, e.g. Distributive operations, Airspace Management, Aircraft Operations, and Battle-lab Operations. Monitors work of subordinates and reviews written reports. Sets division policy and gives guidance to subordinates to ensure Air Force. Gaining command, ANG, and unit directives are properly implemented to achieve operational readiness of assigned personnel. Develops long-range training and deployment plans for the division to meet training goals, higher headquarters inspection schedules and overseas deployment requirements established by unit senior leadership to meet higher headquarters inspection schedules and overseas deployment requirements. Coordinates required planning and resources with other units and higher headquarters to support and implement the training and deployment plan. Directs the development of unit training goals and long-range advanced planning to include Facility/equipment modernization, improvement or replacement. Develops detailed plan for accomplishment of these training goals and advanced plans. Responsible for senior level Division coordination, planning and execution of Distributed Mission and Reachback operations. Must be able to assume overall supervisory control over such operations when conducted in a joint or multi-dimensional setting. Responsible for senior level Command and Control exercised by Division over all functionally related subordinate elements of the Theater Air Control System, including airborne and ground based sensors and data-link operations critical to maintaining and synchronizing situational awareness in multiple theaters. Coordinates with, and offers input to, MAJCOM Division Commanders on a routine basis concerning operational matters. Serves as the division representative on the Commander's Financial Management Board. Develops and recommends the operations budget for approval to higher headquarters based on unit requirements and mission. Develops and directs the force level weapons system implementation program in coordination with higher headquarters to meet approved employment concepts. Oversees and coordinates operational inputs to the unit Status of Resources and Training Systems (SORTS) reports. Assesses the impact on organizational programs and resource management. Reviews and recommends establishment of formal approaches of instruction, training aids, training programs, training standards, directives and memoranda pertaining to training of the unit and its assigned and attached elements. Monitors training programs to ensure maximum utilization of training facilities, adherence to training standards and avoidance of duplicate training effort. Provides guidance to the instructional program and directs the methods and procedures used for instruction of assigned/attached members ensuring optimum utilization of assigned equipment. Ensures that assigned/attached rated members maintain continuous qualification in medical and as required physiological training in accordance with Air Force, Gaining Command, and ANG regulations /requirements. Monitors the implementation of an effective division safety program for all operations and related ground activities. Continually evaluates program results to reduce or eliminate accidents and incidents. Follows-up on the corrective action taken to eliminate hazards. Develops division policy for flight management personnel to ensure effective and efficient administrative control of all flight documentation and individual flight records. Oversees the operations computer program in coordination with the base-wide computer program. Participates in management decisions impacting purchase and use of computer hardware, software, and training programs for the unit. Incumbent has frequent contact with senior leadership in ACC, AFEUR, USAFE, AFPAC, PACAF, AFCENT CENTCOM, Numbered Air Forces, NGB, and state JFHQ, often to standardize established policy or to advance operational and training initiatives. May assume a Division Chief role in national level exercises that are indorsed by Major Commands and sponsored by NGB that meet the criteria for joint interoperability training. Provides planning and direction for these exercises, and approves personnel for support of real-world contingencies. Incumbent affects the shaping of the NGB force by participating on MAJCOM Weapon System Working Groups. Responsible for the future enhancement of Weapon System operational capability through system application briefings to MAJCOM functional managers in areas such as reachback and Distributed Mission Operations. Responsible for maintaining leading edge technology capability through cooperative exchanges with AF Research Labs for technology/ operational information and field evaluation. Implements Weapon System programs in coordination with higher headquarters to meet approved employment concepts. Provides trained Division personnel for the operational test and evaluation of emerging technologies or warfighting processes. Must maintain positional certification and meet requirements as prescribed by applicable regulations and directives. Must be able to deploy worldwide in the performance of assigned duties. Incumbents of this position are subject to rotation to perform and supervise the following administrative tasks: (1) Combat Plans: Exercises responsibility for the interpretation, coordination, and conduct of planning and execution for the functional areas; Master Air Attack Planning (MAAP); operational plan (OPLAN) and air operations order (OPORD) development; Air Tasking Order (ATO) generation and distribution; long range/deliberate/crisis action planning;

and airspace command and control (C2). Coordinates at levels up to, and including, TS/SCI, with the gaining command, NGB, and appropriate theater headquarters. (2) Combat Operations: Exercises responsibility for the interpretation, coordination, and conduct of planning and execution for the functional areas; defensive operations; offensive operations data link operations; dynamic targeting; ATO re-planning; reports and weather operations. Collects, reviews, and disseminates data on tactics and employment techniques for all weapons systems (friendly and enemy). Maintains knowledge of enemy tactics and procedures. Exercises a thorough understanding of Air Force Tactics, Techniques and Procedures (AFTTP) 3-1 and 3-3 manuals. Exercises responsibility for weapons and tactics information dissemination and instruction for unit personnel. (3) Strategy and Exercises/Contingencies: Formulation of JFACC strategic guidance; interpretation of higher headquarters' contingency and exercise campaign guidance Acts as the focal point for the coordination of all internal and external exercises. Coordinates with higher headquarters personnel on regular basis. Creates Exercise Deployment Manning Documents (DMDs) along with higher headquarters personnel. Monitors manning documents via classified means. Recommends changes to manning documents. Attends exercise planning conferences and makes recommendations on exercise input to higher headquarters. Coordinates for the deployment, reception, staging (including billeting) and redeployment of personnel. Coordinates with MAJCOMS and numbered Air Forces on all required Memorandums of Agreement required to insure seamless integration of forces. (4) Air Mobility Division (AMOS): Exercises responsibility for the interpretation, coordination, conduct of planning and execution for all aspects of the Air Mobility Division to include: airlift; air refueling; medical evacuation, and logistic movement of personnel and material. Exercises a thorough understanding of Air Force Tactics, Techniques and Procedures; the Intra Theater Airlift Request System; the Consolidated Air Mobility Planning System; ATO planning and execution; and training for AMD personnel in ATO planning and execution. Exercises responsibility for tactics information dissemination and instruction for unit personnel.

APPLICATION INSTRUCTIONS

APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT

*****INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED*****

NGB 34-1: Must type or print in legible dark ink, must include announcement number and position title on each application, must sign and date each application. Failure to sign and date these forms will result in non-consideration.

1. **Complete Copy of Report of Individual Personnel (RIP) within last 30 days.** RIP can be obtained from the servicing Force Support Squadron (FSS). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (VMPF). Select 'Record Review', and then 'Print/View All Pages'. Documents must show your ASVAB scores (enlisted personnel only).
2. **Copy of current physical (must include PULHES)**
 - AF WebHA, Web Based Health Assessment, (CURRENT within 12 months)
 - AF Form 422, Physical Profile Serial Report (CURRENT within 12 months), must include PULHES
 - SF 600, Preventive Health Assessment (PHA)
3. **Report of Individual Fitness from the Air Force Fitness Management System (AFFMS) within last 12 months.**
4. Background Survey Questionnaire 79-2 OMB **FORM 1386** (OPTIONAL)

SECURITY CLEARANCE: Must possess a valid security clearance required for the grade, AFSC and AGR duty position

COMPLETION OF APPLICATION: Fax will not be accepted. Applications will only be accepted if they are physically received in the Human Resource Office by the closing date of the vacancy announcement. **No exceptions will be made.** You may staple your application. Do not bind, tab, or use document protectors. Submit only single sided copies of all application documents submitted. Applications mailed in government envelopes will not be accepted.

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.

THE ILLINOIS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER: Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Selection will be made from those applicants determined best qualified in terms principally involving experience, demonstrated ability/performance, training, character, conduct and attitude. **Where to forward application:** TAG of IL, Attn: HRO, 1301 N. MacArthur Blvd., Springfield, IL 62702-2317. Applications Must be received and date stamped into this office no later than the closing date of the announcement. **Incomplete or late packets will not be considered.** Questions concerning the contents of this notice may be directed to the Human Resource Office, telephone CML: (217) 761-3707, DSN: 555-3707.

Illinois National Guard vacancies can be viewed at <http://www.il.ngb.army.mil>. Click for All Job Openings.