ILLINOIS AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
183 WG ON BOARD ONLY

HUMAN RESOURCES OFFICE ILLINOIS NATIONAL GUARD 1301 N. MACARTHUR BLVD. SPRINGFIELD, IL 62702-2317	POSITION TITLE: Warfighter Comm CEM	ANNOUNCEMENT NUMBER: 25A-084

UNIT OF ACTIVITY & LOCATION: 183 WG Springfield, IL		OPENING DATE: 30 June 2025	CLOSING DATE: 10 July 2025

MAXIMUM UMD GRADE: ON-BOARD-ONLY CMSgt / E-9 MINIMUM UMD GRADE: ON-BOARD-ONLY SMSgt / E-8	POSITION DAFSC: 1D700	APTITUDE REQUIREMENTS:	M: A: G: E: P: U: L: H: E: S:

SELECTING OFFICIAL: Lt Col John Coleman	COMM: 217-757-1700

AREA OF CONSIDERATION: Military members currently on board with the 183 WG.	NOTE: 1. Position Announcement Number and Position Title must be included on application. 2. Controlled Grade pending availability .

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. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

- 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.

- 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 the AFECD/AFOCD.

- 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.**

Additional Information:
- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- Initial tours will not exceed 3 years. Follow-on tours will be from 1 to 3 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB/AFOQT qualifying score. Scores are reflected on your personnel RIP. If your ASVAB/AFOQT scores do not meet the minimum required, contact your servicing FSS. You have the option to retake the test, however; you must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

DUTIES & RESPONSIBILITIES:

Conducts Warfighter Communications and associated support activities to secure and operate the DoDIN and other allied cyberspace systems. This includes communications and cybersecurity practices to preserve the availability of cyber systems and protect to data, networks, net-centric capabilities, and other designated systems as well as passive defense measures intended to maintain and operate the DoDIN such as configuration control, patching and firewall configuration. Plans and organizes cyber support activities. Plans and supervises system installation and evaluates facilities layout and performance standards. Designs and develops organizational structures and determines equipment, training, and supplies required for systems implementation and support. Interacts with mission partners to ensure cyber capabilities meet mission requirements. Establishes tactics, techniques, and procedures. Evaluates operational readiness of communications equipment, network devices, sensors, intrusion detection, and related support equipment. Directs activities responsible for system analysis and design, programming, operations and maintenance, security, systems management, technical support, plans, implementation, and resource management. Implements and interprets policies, directives, and procedures. Establishes training requirements and programs to meet foundational and residential (e.g. local) knowledge and certification requirements and to enhance professional awareness of emerging technologies. Directs maintenance activities. Directs personnel employed in positioning, deploying, inspecting, adjusting, removing, replacing, repairing, operating, and securing communications systems and related equipment. Prepares and analyzes reports encompassing siting, deploying, maintaining, installing, repairing, and removing communications systems and related equipment. Coordinates activities and resolves common problems. Directs overhaul and repair of communications systems and related equipment. Establishes local maintenance procedures and policies. Ensures work standards are maintained. Determines extent and economy of repair, including disposition of malfunctioning equipment. Inspects and evaluates maintenance activities for compliance with directives. Evaluates, rates, and prepares reports. Recommends and implements corrective action for improved methods and procedures. Evaluates effectiveness of equipment usage, systems performance, customer service, supplies, system scheduling, processing, and maintenance. Plans, programs, and develops budget inputs to ensure resource availability for operational and training requirements. Manages plans, implementation, and development functions. Helps functional users define requirements. Recommends automated methods to enhance resource use. Supervises functional user requirements translation into automated systems capabilities. Organizes teams that use methodologies to meet mission requirements. Supervises test and evaluation efforts to determine performance. Organizes and participates in mission implementation and conversion. Ensures continued interface between functional users, and programming and operations personnel for implemented systems. Ensures compliance with standards for systems documentation. Oversees the overall manpower strengths of enlisted personnel at the unit level and advises the commander, ensuring fair and equitable resource distribution. Allocate all incoming enlisted personnel based on skill-level, grade authorizations, and experience to maintain balanced manpower within the unit. Where appropriate, offer input and feedback to the next level Functional Manager (FM) for base level resourcing as mentioned in the 1D7 SEL Handbook. Knowledge. This specialty requires knowledge of techniques and procedures of systems analysis and design; project management, IT systems processing; system operation and maintenance; system and equipment capability, capacity, and logic; personnel and equipment performance measurement; awards programs and manpower and organization; security, administrative contract, training, resource, records, publications, deployment, logistics, and base/unit functional management.

APPLICATION INSTRUCTIONS
APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT
*************INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED************

All documents listed below are required unless noted otherwise.

1. **NGB 34-1 2013:** 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 (new application and dated signature required for each new application).
2. **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).**
3. **AF Form 422, IMR Printout, DD Form 2992**
- AF Form 422, Physical Profile Serial Report (CURRENT within 12 months), must include PULHES (this is not your PHAQ).

- <u>IMR Printout</u> (This can be found via the AF Portal, "My IMR/ASIMS – Medical Readiness" – screenshot the initial IMR page with current overall statuses)
- <u>DD Form 2992</u> Flight Physical (Only required if AGR position is requiring individual to be on fly status)
4. **Report of Individual Fitness from My Fitness with a minimum passing score of 75 within the last 12 months (prior to the closing date of this announcement) *Must have been pulled from My Fitness within the last 6 months, and include your name and fitness history.**
5. **JPAS Memo to verify current Security Clearance or that there is a reinvestigation initiated (Signed within last 30 days).**
6. Background Survey Questionnaire 79-2 OMB **FORM 1386** (OPTIONAL)
7. If you are enlisted and applying for a position that would make you an over-grade then you must submit a <u>letter of willingness to accept a voluntary demotion</u>.
8. If you are a member of another branch of the military applying to a Nationwide announcement, you must submit the equivalent documents for medical (PUHLES), ASVAB scores that show conversion to Air Force requirements, PME completion & document showing TAFMS.
9. Optional extra documents – you may submit any other documents that you wish such as resume, EPRs, letters of recommendation, etc.

<u>SECURITY CLEARANCE:</u> Must possess a valid security clearance required for the grade, AFSC and AGR duty position.

<u>INSTRUCTIONS TO COMMANDERS/SUPERVISORS:</u> 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.

<u>WHERE TO SEND APPLICATIONS:</u> E-mail all documents as **ONE CONTINIUOUS PDF (no portfolios)** - and labeled as "Announcement #, Last Name, First Name" to: 183WG.JFHQIL.AIRAGRHRO@us.af.mil - if you do not receive a confirmation e-mail that your package is received then call to confirm. Please note that failure to send the package as one continuous PDF document will automatically disqualify your package – portfolios will not be accepted.

<u>Applications must be received by 1630 CST on the closing date of this announcement.</u> Incomplete or late packets will not be considered. Questions concerning the <u>contents of this notice</u> may be directed to the Human Resource Office, telephone CML: (217) 761-3692, DSN: 555-3692 or (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.

For questions about the contents of your application please contact the 183 WG Remote Designee at 217-757-1227

<u>How to submit a package as one continuous PDF and not lose signatures…</u>

1. For any digitally signed documents – before adding these into your PDF go to file and choose Print to PDF.

2. For documents that are locked go to file and choose Microsoft Print to PDF.

3. Save your document and then add into your continuous PDF, this will maintain the signature.

4. How do you add them all in? In your starting PDF document go to "Organize Pages" and insert other saved documents from files.

5. <u>File too big to send in e-mail</u>? In your PDF go to file – save as other, save as reduced size PDF