

**Illinois Army National Guard Open AGR Vacancy Announcement 25B-034**  
**Department of Military Affairs**  
**State of Illinois**  
**Camp Lincoln**  
**1301 North MacArthur Boulevard**  
**Springfield, Illinois 62702-2317**  
<https://www.il.ngb.army.mil/Employment/Army-AGR-Announcements/>

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**ANNOUNCEMENT NUMBER: 25B-034**

**DATE: 04 Apr 25**

**CLOSING DATE: 04 May 25**

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

Battalion S1, Para 103 Line 01, O3, 42B

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**APPOINTMENT FACTORS:**

**Officer(X)**

**Warrant Officer()**

**Enlisted()**

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**LOCATION OF POSITION:**

44 CM BN,  
1616 SOUTH MAIN STREET  
BLOOMINGTON IL 61701

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**WHO MAY APPLY:**

Must be a current member of the National Guard within the grades of O1 and O3.

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**AREA OF CONSIDERATION:** This position is open to the grades of: **O1 to O3**. Individual selected will receive an AGR tour with the Illinois Army National Guard. **In order to be considered for this position, applicants must meet minimum qualifications as outlined on this announcement.**

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**INSTRUCTIONS FOR APPLYING:** The documents listed below WILL be submitted AS A MINIMUM. If any of the required documents are not reasonably available to you, a brief memo will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position. Blank AGR application forms can be found on HRO's AGR SharePoint page at the following link: <https://armyeitaas.sharepoint-mil.us/sites/NGIL-HRO/SitePages/Army-AGR.aspx>

1. Illinois Army National Guard (ILARNG) Military Tour Checklist.
  2. NGB Form 34-1 - Application for Active Guard/Reserve (AGR) Position.
  3. Copies of last 5 Officer Evaluation Reports (OER's) if applicable. If 5 are not available, submit all available OER's and a letter of recommendation from your Unit Commander.
  4. Officer Record Brief (ORB) - Submit the selection board version only dated within the last 90 days.
  5. NGB 23B - Retirement Points Accounting Management Sheet (RPAM) dated within the last 90 days.
  6. All DD Form 214's/NGB Form 22's.
  7. Individual Medical Readiness Record (IMR) dated within the last 12 months. Do not submit a screenshot of the homepage of your MEDPROS profile.
  8. DTMS Printout - Listing most recent record Army Combat Fitness Test (ACFT) score and height/weight record. Last record ACFT must be within 12 months of the announcement closing date.
  9. DD Form 5500 (male) / DD Form 5501 (female) - Body Fat Content Worksheet (if applicable).
  10. Copy of Valid Permanent Profile (if applicable).
  11. Biographical Sketch.
  12. Memorandum to the Selecting Official addressing any aspect of your application (if applicable).
  13. Combine all documents into 1 PDF file; No attachments within the pdf file, no portfolio files, no .tif files, and no .jpg files will be accepted.
  14. Naming Convention for Application: Vacancy Announcement #, Last Name, First Name, Rank
  15. Send all applications to the following email address: [ng.il.ilarng.list.j1-hro-agr-branch@army.mil](mailto:ng.il.ilarng.list.j1-hro-agr-branch@army.mil)
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**POSITION COMPATIBILITY REQUIREMENTS:**

The individual must qualify for and be placed in the following compatible MOS/AOC: **42B**

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**MINIMUM APPOINTMENT REQUIREMENTS:**

1. The Illinois Army National Guard (ILARNG) will not access Soldiers into the Active Guard/Reserve (AGR) program who cannot achieve twenty (20) years of Active Federal Service (AFS) prior to reaching mandatory removal date (MRD) for age or time in service in accordance with AR 135-18, NGR 600-5, and NGIL PAM 135-18.
2. Applicants in the grade of O3 will not be accessed into the Title 32 Active Guard/Reserve (AGR) program without already possessing a minimum number of years of Active Federal Service (AFS) based on their time in grade (TIG) as noted: (a) 2-3 Years TIG = 3 Years AFS (b) 3-4 Years TIG = 4 Years AFS (c) Over 4 Years TIG = 5 Years AFS. The Chief of Staff-ILARNG is the approval authority for any exceptions to this requirement in accordance with NGIL PAM 135-18.
3. Applicants that are an Active Guard/Reserve (AGR) Enlisted Soldier must meet the minimum eligibility requirements to apply for an AGR Officer position in accordance with (IAW) AR 135-18 and NGIL PAM 135-18, para 2-8a (3).
4. Applicants that are an Active Guard/Reserve (AGR) Enlisted Soldier must have completed Officer Candidate School (OCS) and hold a certificate of eligibility for commissioning.
5. Applicants must meet the initial eligibility requirements of AR 135-18, Table 2-1.
6. Applicants must satisfy the requirements outlined in AR 135-18, NGR 600-5, NGR 600-100, NGR 600-101, NGR 600-200, NGR 601-1, and ILNG PAM 135-18.
7. Applicants for commissioned officer positions must complete the specialty compatible with the duty position and become qualified in the appropriate Area of Concentration (AOC) within 12 months of assignment or will be removed from the Active Guard/Reserve (AGR) program.

8. Applicants must meet the Army Body Composition Program (ABCP) body fat standards in accordance with AR 600-9.
  9. Applicants must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3.
  10. Applicants must not be within six months of Expiration Term of Service (ETS) or mandatory removal.
  11. Applicants must be able to be granted and maintain a Secret security clearance at a minimum, unless the duty position requires a higher level of clearance.
  12. Applicants must have no derogatory information within their Official Military Personnel Record (OMPF).
  13. Applicants must not be subject to flagging actions during selection or upon entering an Active Guard/Reserve (AGR) status.
  14. Applicants must have 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, Chapter 24.
  15. Applicants must be able to complete a three (3) year tour of active duty prior to completing eighteen (18) years of active federal service, unless waived by the National Guard Bureau (NGB).
  16. Applicants who have voluntarily resigned from the Active Guard/Reserve (AGR) program in lieu of mandatory or involuntary separation action are not eligible to reenter the AGR program in accordance with AR 135-18.
  17. Applicants who have voluntarily separated from the Active Guard/Reserve (AGR) program for one or more days are not eligible to reenter the program for one year from their date of separation, unless waived by the National Guard Bureau (NGB) prior to the announcement closing date
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**BRIEF JOB DESCRIPTION:**

Serves as the Personnel Readiness Manager of the organization. Performs the duties of the Organizational Adjutant. Develops, implements and maintains management systems to ensure the organization meets regulatory and readiness standards in the areas of military personnel and administration on a continuing basis. Establishes, implements, executes and maintains programs, policies and procedures that enhance the morale and esprit de corps within the organization. Serves as the primary point of contact for Line of Duty Investigations for the organization. May be assigned as LOD investigator if required. Serves as the organization's principle manager and / or operator in the areas of enlisted / officer personnel actions; enlisted / officer evaluations; State and Federal military awards; military and dependent identification cards; military pay; physical examination and immunizations; personnel, financial and medical records; personnel mobilization; administrative suspense system. Serves as the organization's Strength Management Officer, developing, implementing and maintaining programs that will enable the organization to maintain its recruiting and retention objectives. Bears staff responsibility for managing the organization's medical support resources. Maintains current, accurate personnel strength figures and estimates during both field and garrison operations. Develops an annual plan to meet the organization's personnel and administrative requirements, and integrates the plan into the organization's Yearly Training Plan.

Prepares the personnel and administrative plans, estimates and annexes required to support organizational training and operational activities. Provides supervisory guidance and assistance to subordinate units. Battalion Level S1 Officers will coordinate assistance visits to all units subordinate to the battalion and quarterly meetings via phone conference, VTC or in person. Works under the administrative supervision of the senior Full-time Support Officer of the unit or headquarters to which assigned. Accomplishes day-to-day requirements independently in accordance with established policies and procedures. Performs aother duties assigned.

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**SELECTING SUPERVISOR:**

MAJ Matthew Mullins

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**CONTACT INFO:**

SSG Reggie Wynne Jr  
(DSN) 555-3923  
(Com) (217) 761-3923  
(Email) reggie.wynne.mil@army.mil

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**EQUAL OPPORTUNITY:**

The Illinois National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.