



NATIONAL GUARD BUREAU

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S: Open Until Filled

ARNG-HCM-S

09 July 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard, Title 10, One Time Occasional Tour Announcement for the Security Cooperation Policy Advisor, Arlington, Virginia

1. References.

a. Army Regulation (AR) 135-18 (The Active Guard Reserve Program)

b. National Guard Bureau (NGB), ARNG-HRH memorandum (Title 10 (T10) Army National Guard (ARNG) Active Guard Reserve (AGR) Life Cycle Management Strategy and Plan (PPOM 23-020)), 26 October 2023

2. The Office of the Deputy Assistant Secretary of Defense for Global Partnerships is seeking applications from highly qualified Officers to serve as the Security Cooperation Policy Advisor, with a **1 September 2025** anticipated start date.

3. Eligibility.

a. Current Title 32 (T32) AGR, T32 Full Time National Guard Duty - Operational Support (FTNGD-OS), T10 Active Duty Operational Support (ADOS), and Traditional (M-Day) Officers in the rank of Major (MAJ) or Lieutenant Colonel (LTC).

b. Officers must not be able to reach 18 years active service as a result of the One Time Occasional Tour (OTOT). Officers must not be able to qualify for separation pay as a result of the OTOT.

c. Orders identify the tour as OTOT. Additional instructions contain information regarding the duration of the tour and must contain a statement that upon completion of the OTOT, the Officer returns to their prior status and are not entitled to be accessed into the T10 AGR program.

d. Former AGR Officers released from AGR service due to board action are not eligible to enter into an OTOT without an approved exception from ARNG-HRH.

e. Consecutive OTOTs are not authorized.

f. Upon successful hiring and approval for a position, Officers are prohibited from

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applying for alternative positions within the organization.

g. Officers serving on an OTOT do not compete for promotion or school boards within the T10 AGR program.

h. The selected Officer is placed on T10 OTOT orders and receives Permanent Change of Station (PCS) orders. Upon completion of the tour the Officer is separated from the T10 OTOT program and returned to their previous duty status.

4. Brief Duty Description. Serve as the Policy Analyst for Security Cooperation (SC) in the Oversight, Assessment, Monitoring, and Evaluation (OAM&E) Directorate of the Office of the Deputy Assistant Secretary of Defense for Global Partnerships. The directorate develops and oversees policies related to SC and AM&E, including DoD Directives and Instructions on SC, Defense Institution Building, SC Offices and SC Personnel, and AM&E, among others. Primary responsibilities include:

a. Prepare and coordinate on advice to senior Departmental leadership on SC matters. This includes briefing senior leadership on issues and efforts, drafting and coordinating correspondence, including action and information memos, read-aheads, talking points, decision memoranda, etc.

b. Oversee Federally Funded Research and Development Centers in their preparation of Strategic Evaluations.

c. Work with the interagency and with DoD Components on SC issues, including oversight of the Regional Centers and State Partnership Program (SPP).

d. Prepare senior DoD leadership for their engagements with Congress.

5. Prerequisites.

a. Applicants must meet AGR eligibility requirements IAW AR 135-18

b. Grade: O-4 or O-5

c. Branch Requirement: Branch Immaterial

d. Civilian Education: Bachelor's Degree Required, Master's Degree Preferred

e. Military Education: Minimum Captains Career Course / JPME-1

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f. Military Experience: Component/ Service G-5 and/or State Partnership Program

g. Security Clearance: S//NF Required, TS//SCI Preferred

6. Application.

a. Application procedures and required forms are available on the ARNG-GKN site:
<https://armyeitaas.sharepoint-mil.us/sites/ARNG-HCM/SitePages/Jobs.aspx>. Application
packets are sent via encrypted email or sent via Safe Access File Exchange:
<https://safe.apps.mil> to the POC in paragraph eight.

b. This announcement remains **Open Until Filled**. Incomplete packets not in
accordance with the T10 OTOT application checklist are not processed.

c. The position identification number for this position is **2025062**. Reference this
number in application correspondence.

7. The POC for information regarding this position is MAJ Alpa Ladani, Deputy,
Joint Human Resources Personnel Division, Senior Leader Management Office, at
(703) 601-2741 or alpa.c.ladani.mil@army.mil.

8. The POC for packet submission is the Staffing Operations Department, Human
Capital Management Division (ARNG-HCM-S), at [ng.ncr.ngb-arng.mbx.hcm-s-
staffing-operations@army.mil](mailto:ng.ncr.ngb-arng.mbx.hcm-s-staffing-operations@army.mil).

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COL, FA

Director of Human Capital Management

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