

**Army AGR Vacancy Announcement
Human Resource Office
4794 General Manning, Bldg 442
Boise, Idaho 83705-8112**

NGID-HRO-AGR

28 January 2013

SUBJECT: ANNOUNCEMENT NUMBER: **13-018**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE:	Force Management Branch Chief (FIRO)
UNIT:	IDARNG JOINT FORCE HQ
UIC:	W8ARAA
DUTY LOCATION:	Boise, Idaho
AUTHORIZED GRADE:	O1 - O4, W1 - W4 or ability to obtain
DUTY SSI:	Branch Immaterial
ELIGIBILITY:	Open nationwide to current Army National Guard Officers, Warrant Officers, and enlisted Soldiers (E-7 and above) eligible to become a Warrant Officer. Applicant must be willing and able to become a member of the Idaho Army National Guard.
GENDER LIMITATION:	None
CLOSING DATE:	25 February 2013

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. The Idaho Army National Guard is a drug free workplace. Applicants must have negative drug screening results prior to selection.

4. Applicants must possess a valid State Motor Vehicles Operator permit.

5. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, (ie PQR, RPAM, MEDPROS).

a. AGR Application Checklist on top of the application. Documents must be organized in this manner.

b. NGB Form 34-1.

c. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record.

NGID-HRO-AGR

SUBJECT: ANNOUNCEMENT NUMBER: **13-018**

d. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last 2 Record tests, most current test not older than 12 months. A statement explanation of the absence of record test will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

e. Certified Height/Weight or DA 5500/DA 5501 not older than 30 days from the close date of this announcement.

f. DA 2-1 and/or ORB/ERB.

g. Previous 5 DA 67-9 (Officer Evaluation Report) or DA 2166-8 (NCO Evaluation Report).

h. DA Photograph in Class A or ASUs, taken within 12 months (snapshot acceptable).

i. Retirement Point Accounting Management (RPAM).

j. Current Personnel Qualification Record (PQR).

k. Copy of current driver's license and military driver's license (if applicable).

l. Documentation supporting applicant's qualifications (i.e. resume).

n. All applicants must possess and maintain a Secret Security Clearance.

o. Copies of all DD 214s.

6. Incomplete applicant packets will be returned to the soldier without action. Application packets must arrive at: **NGID-HRO-AGR, ATTN: SSG Jacqueline White, 4794 General Manning Ave, Bldg 442, Boise, ID 83705-8112, no later than 1630 hours on the closing date specified in this announcement.** Mailing of application packets using military postage is prohibited. Applications will also be accepted through email at jackie.d.white@us.army.mil.

7. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.

8. POC for further information is MSG John Vanhorn at DSN 422-4215/COM 208-272-4215 or john.vanhorn@us.army.mil

////original signed////
JOHN L. VANHORN
MSG, IDARNG
Army AGR Manager

Force Management Branch Chief (FIRO) Duties and Responsibilities

This position is located in the Operations section of the Joint Force headquarters located in Boise, ID. This position works under the direction of the G3 Director of Operations.

DUTIES AND RESPONSIBILITIES:

Serves as an advisor on force readiness, force structure, force integration, and Status of Resources Training System (SORTS). Plans, organizes, coordinates, implements, evaluates, and provides technical guidance to units and major commands in the State. These tasks are completed as a result of detailed and comprehensive studies which require new or substantially modified work methods, procedures, and systems such as the feasibility of organization/reorganization, activation/deactivation, and location/relocation of units in the State's force structure. Determines capabilities of a community to support certain types or sizes of units, compatibility of the unit to the community, training areas available, physical facilities, etc. Develops and recommends plans, procedures, and policies pertaining to programs such as military personnel development (ways to increase military occupational specialty qualifications), equipment availability, unit assignments and utilization to improve readiness, maintenance, and training. Advises and persuades management officials to adopt proposals resulting in substantial changes programs or procedures.

Develops the State long range Force Integration Plan. Analyzes the management of the State ARNG Force Integration Program. Analyzes integrating new doctrine and force structure in the most effective manner possible while maintaining acceptable readiness levels. Provides general direction on force integration action which includes evaluation of each planned action in terms of structure, personnel, equipment resources, training plans, and facilities. Keeps abreast of force integration by attending force integration staff officer training. May keep abreast of operations research system analysis techniques by attending force conferences, reviewing technical literature, etc. Coordinates the development and update of pre and post mobilization Table of Distribution and Allowances (TDAs).

Analyzes new authorization documents, identifies conflicts, substantive changes and doctrinal issues, and recommends courses of action. Identifies and recommends priorities for integration of new doctrine and equipment into the existing multi-echelon, combined arms, and State training program. Establishes long term and near term milestones for force integration actions and ensures integration into the State training calendar. Develops and publishes letter of instruction for force integration actions.

Manages information associated with force integration initiatives. Consolidates and provides analysis of system-specific information contained in the Army Modernization Information Memorandum (AMIM), Material Fielding Plans (MFPs), organizational information found in the Table of Organizations (TOEs), Modified Table of Organization and Equipment (MTOEs), the Force Modernization Master Plan (FMMP), and doctrinal information contained in field manuals, field and training circulars, and Army Training and Evaluation Programs (ARTEPs). Extracts and provides pertinent data up and down the chain of command and across functional boundaries. Serves as the point of contact for all Total Package Fielding Plans working directly with the Department of the Army (DA), Major Commands (MACOMs), other DA agencies, State Command, and subordinate units. Conducts and monitors new and displaced equipment transfers. Collects and evaluates feedback.

Serves as the primary State representative and manager of the Unit Status Reporting (USR) system and data. Manages and disseminates changes to reporting requirements. Provides quality control of USRs. Provides guidance and training to reporting entities and the command on NETUSR.

Requirements for the Force Management Branch Chief (FIRO):

- a. WOBC completed within 18 months of assignment.
- b. HRR-023 ARNG FIRO Course completed within 6 months of assignment.
- c. HRR-USR ARNG USR Course completed within 90 days of assignment.

AGR Application Checklist

Name:	SSN:	
Position #	Location:	

Phone number to be reached at for interview:

Email address (if deployed):

Required Documents	Yes	No	Date
1. This Checklist			
2. NGB Form 34-1 <i>(Must be signed by applicant)</i>			
3. MEDPROS - Individual Medical Readiness Record			
A. Chapter 3 Physical <i>(not more than 5 years old) or PHA within one year</i>			
B. HIV Test <i>(not be more than 5 years old).</i>			
4. DA Form 705 <i>(Army Physical Fitness Score Card)</i>			
A. Must show minimum of last 2 record tests, most current test not older than 12 Months. A Statement explaining the absence of record tests will be Accepted. (Included DA 3349 if precluded from standard 3 event test)			
5. Certified Statement of Height and Weight or DA 5500 / DA 5501			
A. Must not be older than 30 days.			
6. Officer Record Brief (ORB) or Enlisted Record Brief (ERB)			
A. Verify the following Requirements against DA PAM 611-21			
1. ASVAB Score Required			
2. MOS or SQI required			
7. Previous 5 DA 67-9 (OER) or DA 2166-8 (NCOER)			
8. DA Photograph in Class A uniform <i>(Snapshot ok, Not older than 12 months)</i>			
9. RPAM <i>(Retirement Point Accounting Management) if current member of ARNG</i>			
10. Personnel Qualification Report (PQR Part B) (GPVS 1790)			
11. Copy of State Motor Vehicles Operator Permit and Military Drivers license			
12. Documentation supporting applicant's qualifications <i>(Resume) optional</i>			
13. Security Clearance			
14. DD 214s			

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION

The proponent agency is NGB-ARH. The prescribing directive is NGR (AR) 600-5 / ANGI 36-101

PRIVACY ACT STATEMENT

1. **AUTHORITY:** Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5, ANGI 36-101.
2. **PRINCIPAL PURPOSE:** To provide information for use in determining eligibility/qualifications for Active Guard/Reserve (AGR) positions. A copy will be provided to the Applicant. The original will be maintained by the Human resources Office for state records. For organizational use only.
3. **ROUTINE USES:** None.
4. **DISCLOSURE:** Voluntary; However, if not provided you will not be accepted into the AGR program.

POSITION ANNOUNCEMENT #:	POSITION TITLE:		
NAME: <i>(Last, First, Middle)</i>			DATE OF BIRTH: <i>(yyyymmdd)</i>
CURRENT HOME ADDRESS: <i>(Street, City, State, Zip Code)</i>			HOME PHONE: OFFICE PHONE:
<i>(Enlisted)</i> DATE OF ENLISTMENT:	GRADE:	MOS/SSI/AFSC:	ETS DATE:
<i>(Officer/WO)</i> DATE OF FEDERAL RECOGNITION:	GRADE:	BRANCH:	ROPMA/MRD DATE:

SECURITY CLEARANCE:

SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS1. COLLEGE OR UNIVERSITY: *(Officer Applicants - Accredited Colleges only)*

Name, City & State	Date From	Date To	Degree Program	Credit Hours
<i>Chief Undergraduate Subject:</i>				
<i>Chief Graduate Subject:</i>				

2. OTHER SCHOOLS OR TRAINING: *(Vocational, Trade or Business)*

Name, City & State	Date From	Date To	Course Title	Hours Completed

3. SKILLS AND QUALIFICATIONS: Special skills and qualifications with office machines (Word Processing - WPM), wheel and track vehicles, etc. Also list any licenses or certificates held (Pilot, Nurse).

SECTION II - EMPLOYMENT HISTORYMay inquiry be made of your present employer regarding your character, qualification, and record of employment?
(A "No" answer will not affect your consideration for employment.)CHECK ONE: YES NO

1. NAME AND ADDRESS OF EMPLOYER:		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION:	IMMEDIATE SUPERVISOR & PHONE NUMBER:		NO. OF EMPLOYEES YOU SUPERVISED:	
TYPE OF BUSINESS:	YOUR REASON FOR LEAVING:			
DESCRIPTION OF WORK: <i>(Describe your specific responsibilities and accomplishments)</i>				
OTHER EMPLOYMENT				
2. NAME AND ADDRESS OF EMPLOYER:		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION:	IMMEDIATE SUPERVISOR & PHONE NUMBER:		NO. OF EMPLOYEES YOU SUPERVISED:	
TYPE OF BUSINESS:	YOUR REASON FOR LEAVING:			
DESCRIPTION OF WORK: <i>(Describe your specific responsibilities and accomplishments)</i>				

SECTION III - MILITARY HISTORY

1. MILITARY SERVICE: (Start with most recent service and show changes in grade and duty in reverse chronological order.)

FROM	TO	AC	ARNG/ANG	RC	GRADE	ORGANIZATION	DUTY

2. MILITARY TRAINING:

FORMAL MILITARY SCHOOL TRAINING COMPLETED

COURSE TITLE AND NUMBER	DURATION OF COURSE		CORRESPONDENCE COURSES	
	WEEKS	DAYS	COURSE/SUBCOURSE TITLE	COURSE HOURS

3. MILITARY QUALIFICATIONS (List any primary MOS/SSI which has been awarded on orders.)

MOS/SSI/AFSC	DATE AWARDED	INDICATE HOW QUALIFICATIONS WERE OBTAINED (Service School, On-the-Job Training, Civilian Experience, etc.)

4. INDICATE ANY OJT WHICH IS QUALIFYING FOR A MOS/SSI WHICH HAS NOT YET BEEN AWARDED ON ORDERS.

DUTY MOS/SSI/AFSC	EXACT TITLE OF POSITION	FROM	TO

SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE

YES	NO	(All Applicants Must Complete) Attach a separate sheet fully explaining any "YES" answers (except 9 & 10).
<input type="checkbox"/>	<input type="checkbox"/>	1. Within the last five years, have you been fired for any reason?
<input type="checkbox"/>	<input type="checkbox"/>	2. Within the last five years have you quit a job after being notified that you would be fired?
<input type="checkbox"/>	<input type="checkbox"/>	3. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law?
<input type="checkbox"/>	<input type="checkbox"/>	4. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 3?
<input type="checkbox"/>	<input type="checkbox"/>	5. While in the military, have you ever been convicted by a General Court Martial?
<input type="checkbox"/>	<input type="checkbox"/>	6. Does the United States Government employ in a civilian capacity or as a member of the Armed Forces any relative of yours by blood or marriage?
<input type="checkbox"/>	<input type="checkbox"/>	7. Do you receive or are you entitled to receive federal, military retired or retainer pay, service annuities, or other compensation based upon military, federal, civilian service, or eligible for immediate federal civil service?
<input type="checkbox"/>	<input type="checkbox"/>	8. Have you ever been removed from military service due to unsuitability?
<input type="checkbox"/>	<input type="checkbox"/>	9. Will you be able to complete a minimum of 5 years of continuous AGR Service prior to completing 18 years of Active Federal Service or your Mandatory Removal Date (MRD)?
<input type="checkbox"/>	<input type="checkbox"/>	10. Are you a candidate for an elected office, holding a civil office (full or part-time) or engaged in partisan political activities as defined in AR 600-20/ANGI 36-101/DoD Directive 1344.10, Political Activities by Members of the Armed Forces on Active Duty?
<input type="checkbox"/>	<input type="checkbox"/>	11. Have you been involuntarily removed from unit (Selected Reserve) service based on maximum years of service, qualitative retention or selective retention board action?
<input type="checkbox"/>	<input type="checkbox"/>	12. Have you been involuntarily removed from unit (Selected Reserve) service for cause or been relieved for cause from any duty assignment, including but not limited to relief from command in the past year?
<input type="checkbox"/>	<input type="checkbox"/>	13. Do you currently possess or is a report of suspension of favorable actions pending?
<input type="checkbox"/>	<input type="checkbox"/>	14. Have you voluntarily separated from the AGR Program in any state for one or more days within the past year? (ARNG Applicants Only)
<input type="checkbox"/>	<input type="checkbox"/>	15. Have you been voluntarily separated from the AGR Program or voluntarily separated in lieu of adverse action?
<input type="checkbox"/>	<input type="checkbox"/>	16. (OFFICERS AND WARRANT OFFICERS ONLY.) Have you been non-selected for promotion as not best qualified for promotion board convened by Headquarters, or Department of the Army Headquarters, within the past 12 months?
<input type="checkbox"/>	<input type="checkbox"/>	17. Has met the minimum requirement for each fitness component in addition to scoring an overall score of 75 point or higher, per AFI 36-2905.

SECTION V - CERTIFICATIONS AND AUTHORITY FOR RELEASE INFORMATION

I have completed this application with the knowledge and understanding that any or all items contained herein may be subject to investigation. I consent to the release of information concerning my capacity and fitness by employer, educational institution, law enforcement agencies, and other individuals and agencies to Personnel Specialists for purpose of employment. I also understand that a false answer to any question in this application may be grounds for not being employed, or for being released after I begin work.

I certify that all of the statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

SIGNATURE:

DATE: