



# AIR NATIONAL GUARD MILITARY VACANCY ANNOUNCEMENT

THE HIRING DIRECTORATE, NGB/CF, ANGR/CC & NGB/HR RESERVE THE RIGHT TO REMOVE THIS ADVERTISEMENT AT ANYTIME.

**THANK YOU FOR YOUR INTEREST IN VIEWING THIS MILITARY VACANCY ANNOUNCEMENT. PLEASE READ EACH SECTION CAREFULLY. ENSURE YOU ARE IN FULL COMPLIANCE BEFORE THE CLOSEOUT DATE LISTED BELOW.**

**\*\*\*WE HIGHLY RECOMMEND YOU SUBMIT YOUR PACKAGE AS EARLY AS POSSIBLE, IF POSSIBLE, DO NOT WAIT UNTIL THE CLOSE OUT DATE TO SUBMIT\*\*\* APPLICATION PACKAGES WILL NOT BE ACCEPTED AFTER THE CLOSEOUT DATE LISTED.**

**DUE TO THE HIGH VOLUME OF APPLICATION PACKAGES, PACKAGES RECEIVED WITHIN 4 DUTY DAYS OF THE CLOSEOUT DATE WILL BE REVIEWED FOR QUALIFICATION/ DISQUALIFICATION. WE WILL NOT BE ABLE TO ASSIST YOU WITH COMPLETING YOUR APPLICATION. BY COB OF THE CLOSE OUT, PACKAGES MISSING REQUIREMENTS OR DOCUMENTATION CLARIFYING QUALIFICATION WILL BE DISQUALIFIED. QUESTIONS PERTAINING TO APPLICATIONS REQUIREMENTS SHOULD BE REFERRED TO NGB/HR. ONLY NGB/HR WILL DETERMINE QUALIFICATION/DISQUALIFICATION.**

**ANNOUNCEMENT NUMBER:** MVA 2014-294

**OPEN PERIOD:** 2 October 2014 thru 2359 EDT 2 November 2014

**HIRING DIRECTORATE:** NGB/FM

**POSITION TITLE:** Budget Enactment Officer

**AFSC REQUIREMENT:** 65F1/4 (PAFSC, 2AFSC, 3AFSC)

**RANK/GRADE REQUIREMENT:** 2Lt/O1 (Promotable) – Maj/O4

**POSITION INFORMATION:** Full Time, Title 10, Statutory Tour

**TOUR LENGTH:** 2-4 Years

**AGENCY:** National Guard Bureau

**DUTY LOCATION:** Joint Base Andrews, MD

**WHO MAY APPLY:** Must be a current ANG, REGAF, or AFRC member and be eligible for ANG Membership

## **1. Requirements**

Must hold Rank/Grade requirement by this announcement closeout date.

Must have a Secret Security Clearance

---

## **2. Position Description**

**API 0:** Responsible for understanding, analyzing, and acting as the FM liaison on Congressional legislative information and matters, relative to the Air National Guard resources and provides support to the FM Directorate. Desired to have knowledge of general governmental accounting principles; ANG concepts and objectives; knowledge of Air Force and ANG budget structures and policy, resource allocation and fund control procedures, and financial management principles. In addition to budget experience, other highly desirable qualifications include effective written and oral communication skills, task management, and knowledge of the ANG. Reviews, researches, and provides analyzes of the Defense Appropriation Bill. Acts as the FM liaison on Congressional legislative information and matters, relative to the Air National Guard resources. Tracks Congressional earmarks for O&M, RDT&E, and Mil Pers appropriations. Develop briefings depicting impact to ANG budget for NGB leadership. Reviews and provides latest Congressional news and information received via CQ Roll. Provides leadership with timely, concise summarization of Congressional committee reports and public laws affecting ANG. Also, point of contact for CQ Roll contract. Performs budget formulation and justification work involving preparation of detailed analyses for a segment of annual budget estimates for the ANG organizations and programs into a consolidated budget request. Conducts analyses, reports and special studies of budget and/or related information. Reviews and assesses the longterm effects of budget guidelines, such as new or revised legislation, Program Decision Memorandum (PDM), and Resource Management Decisions (RMDs), on various ANG programs. Serves as the principle staffer to the Director of Financial Management and Comptroller regarding all aspects of FM. Responsible for all functions supporting a 52-person staff and the execution of its mission in support of ANG units. Coordinates tasks from internal and outside agencies. Facilitates coordination between the FM Directorate, ANGRC, SAF/FM, OSD, OMB and the states and its territories. Reviews guidance and requirements affecting the ANG and the support it provides to over 170 locations worldwide. Plans, organizes, directs, and coordinates Customer Support functions to ensure proper handling of internal and external customer inquiries. Other duties as assigned.

---

## **3. Application Reminders**

Pen/ink changes to any source document, i.e. Report on Individual Personnel (RIP), Evaluations could result in disapproval.

It is your responsibility to ensure your vMPF Personnel RIP is in order prior to application submittal. This includes but not limited to, verifying Duty History, AFSC, Service Dates and ensuring overdue TDY codes are cleared.

---

## **4. About Statutory Tours**

This is a fully funded Permanent Change of Station (PCS). Visit DFAS website for most current Basic Allowance Housing (BAH) & Basic Allowance Substance (BAS) rates for the duty location listed on this announcement.

All Members assigned to the Statutory Tour program will remain affiliated their State/Territory while serving on Statutory Tour.

All field members to include AGR, Technicians & Drill Status Guardsmen must obtain State TAG approval with application submittal. Members currently assigned to the Statutory Tour program must obtain current Director approval.

Statutory Tour service time does not count toward Reduced Eligibility Age for Reserve Retirement Pay.

Statutory Tour members may be eligible for the Post 9/11 GI Bill if they serve on active duty Title 10 and/or Title 32 502(f) AGR for 90 days or more, after 11 September 2001. Their eligibility percentage starts at 40% for 90 days to 5 months. It increases 10% every 6 months, maxing out at 100%.

**Further information regarding the Statutory Tour Program can be found in ANGI 36-6.**

Application packages will be reviewed to ensure qualifications are met. Packages are reviewed within 4 duty days of receipt. You may visit <https://airguard.ang.af.mil/om/vacancy/> for a status update. Do not call for a status update within the four (4) duty day period.

**IMPORTANT NOTE:**

Based on the volume of applicants, packages received within 4 duty days of the closeout date listed on the announcement will be reviewed for qualification / disqualification only. Any missing requirements will result in disqualification. Submittals of any missing requirements after the closeout will NOT be accepted. We highly encourage you to submit packages as early as possible. If you have any questions pertaining to your package refer to Section 6, FAQs, on the application procedures. If your question is not answered by the FAQs contact our office for clarification. Review your application and the requirements thoroughly before submitting.

**TO APPLY FOR THIS VANCANCY, SELECT THE LINK BELOW AND FOLLOW APPLICATION PROCEDURES**

**<http://www.ang.af.mil/careers/mva/procedures.asp>**