



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 2015-040

OPEN PERIOD: 2 February 2015 thru 2359 EST, 19 March 2015

HIRING DIRECTORATE: NGB/A7

POSITION TITLE: Civil Engineer Training Manager

AFSC REQUIREMENT: 3S271 (PAFSC, 2AFSC, 3AFSC, 4AFSC)

RANK/GRADE REQUIREMENT: TSgt/E6 (Promotable) - MSgt/E7

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: Qualified ANG members only

1. Requirements

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

Must have a Secret Security Clearance

(Note: All security clearances must be reflected on VMPF RIP. Date of Investigation must be within the past 10 years for Secret and with the last 5 years for Top Secret. If your security clearance is expired on your VMPF, please submit an MFR from your security manager indicating that the reinvestigation has been initiated. DO NOT Submit a JPAS print out.)

2. Position Description

1. Develops, interprets and implements Air National Guard civil engineer policy and provides input to ANG/CE Career Field Manger on the standards and criteria for training requirements for ANG civil engineer Prime BEEF, RED HORSE and other ANG Units with CE AFSCs. Make recommendations to ANG/CE Career Field Manger concerning adaptation of HQ USAF training standards pertaining to exercises and AFSC requirements.
 2. Conducts Staff Assistance Visits to ensure compliance of AF training standards and to validate SORTS.
 3. Develops meaningful metrics for HQ USAF, MAJCOMs, and ANG showing trends in upgrade training for 12 AFSCs. Also develops reports and correspondence that inform all levels on ANG civil engineer policies and procedures on managing and conducting civil engineer training.
 4. Conducts an annual forecast of formal schools and ensures that the ANG is afforded the opportunity to attend all aspects of formal skills training. Annual forecast is used when determining the Training Program Requirement (TPR) for all Prime BEEF, RED HORSE, and GSUs that have civil engineer AFSCs.
 5. Serves as training manager for the administration of 12 AFSCs and recommends approval/disapproval on all requests for training waivers. Recommends alternate sources of training that will satisfy Air Force standards.
 6. Develops, coordinates and maintains 12 Career Field Education and Training Plans. Make recommendations to Career Field Manager on all 12 specialty-training standards. Informs all levels of changes to training requirements for all 12 civil engineer AFSCs.
 7. Provides fiscal management for division training budget. Develops fiscal budget to include estimated operating budget for TDYs, new course development, and special projects.
 8. Develops new training programs that increase the effectiveness of civil engineer training. Recommends to higher headquarters new and innovative training options that maintain the AF standard but can be used in lieu of traditional training methods.
 9. Manages special civil engineer training programs to include: Regional Equipment Operators Training Site, four Regional Training Sites, ANG Silver Flag attendance and the RED HORSE special capabilities training site. Additionally manages the ANG Prime BEEF Managers Course, the Leadership Development Course and the CE Training Manager workshops.
 10. The incumbent is the ANG command representative at the Education and Training Review Committee, and all Utilization and Training Workshops and scoping sessions.
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11. Serves as functional OPR for all computer based training to include CerTest, AFTR, and AF Qualification and Training Packages. Establishes and recommends minimum operating systems for computer based training. Assists units in establishing Learning Resource Centers and computer classrooms.

12. Coordinates on all training regulations and instructions. Makes recommendations to ANG/CE Career Field Manager concerning approval of USAF publications that affect ANG civil engineer training. Determines applicability of all training directives to the Air National Guard.

13. Schedules and conducts training workshops and meetings with all levels to determine ANG civil engineer training initiatives and programs.

14. Responsible for analyzing and interpreting training data for adverse trends and applying corrective actions as necessary ensuring correct levels of training.

3. Application Reminders

If you are currently assigned to a Special Duty Identifier (SDI) as outlined in the Air Force Enlisted Classification Directory (AFECD) it is your responsibility to submit an approved conditional release memorandum with your application from your Functional Area Manager (FAM) stating you have fulfilled all obligations and will be released if selected for the position you are applying for. Failure to submit conditional release before listed closeout will result in disqualification from this announcement.

Promotion Opportunity: If this Military Vacancy Announcement is a promotion opportunity and you are currently assigned to a Special Duty Identifier (SDI), you must meet the promotion requirements as outlined in ANGI 36-2502.

If you are currently assigned to a Reporting Identifiers (RI), it is your responsibility to submit an approved conditional release letter with your application from your Commander/Director.

Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position, IAW ANGI 36-2503, Paragraph 3.8. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the Statutory Tour Program.

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 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%.

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

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>