AIR NATIONAL GUARD
MILITARY VACANCY ANNOUNCEMENT

THE HIRING DIRECTORATE, NGB/CF, ANGRC/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 2015-077
OPEN PERIOD: 16 March 2015 thru 2359 EST, 16 April 2015
HIRING DIRECTORATE: NGB/A3
POSITION TITLE: Building Partnerships Superintendent
AFSC REQUIREMENT: ANY AFSC, 7 or 9-skill level (PAFSC, 2AFSC, 3AFSC, 4AFSC)
RANK/GRADE REQUIREMENT: MSgt/E7 (Promotable) – SMSgt/E8
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.)

DCAPES or FAM experience is highly desirable.

2. Position Description

The Building Partnerships (BP) Superintendent is responsible for ensuring the timely coordination, tracking, and reporting of BP efforts for the Section and is required to gather appropriate data and report to the A3OX Security Cooperation Branch Chief, NGB/A3O, NGB/A3, and/or ANGRC/CC. The position is responsible for coordinating the execution of the Agri-business Development Team Program in conjunction with ARNG counterparts and is the administrative expert in coordinating ANG involvement in International Engagements. Interfaces directly with NGB/IA SPP officers and staff and is the BP Section JOPES/DCAPES expert.

Grade commensurate with Headquarters level for interaction with other NGB Directorates, HAF Action Officers, and State Headquarters staffs. This grade is highly desired to discharge, fully and effectively, the responsibilities of the position. Many duties will recommend the incumbent to interface and coordinate with service and agencies executive support, many of who will be MSgt and above. The incumbent should also be able to interface with field unit commanders and state headquarters staff, many of who will be graded at 0-5/GS-12 or higher levels. Position highly recommends a mature, self-motivated NCO who performs well under pressure.

Works directly for the A3OX Branch Chief coordinating and tracking all ANG BP activities and events, coordinates Unit Line Numbers, interfaces with Functional Area Managers to source personnel for BP events, prepares staff packages, reviews and edits correspondence, monitors suspenses, and manages tasks using the Task Management Tracker (TMT). Manages JOPES/DCAPES for the BP Section and is a subject matter expert on Global Force Management (GFM). Generates and tracks weekly reports on ANG BP activities and events. Some TDY may be necessary on an occasional basis.

Operational and planning background with staff experience as a member of the Air National Guard is desires to coordinate integration of Air National Guard capabilities and assets into the planning and execution of Building Partnerships goals and intentions. Should have extensive experience and proficiency in Microsoft Office suite of programs with strong emphasis in Word, Excel, and PowerPoint. Experience in JOPES and DCAPES a plus. Ability to plan, organize, and properly maintain electronic files desired. Strong oral and written communication skills and the ability to execute programs and projects with limited supervision is highly recommended.

The Building Partnerships Section integrates the ANG into the AF BP Core Function using the talents and professional resources of our airmen to enhance and build critical relationships with partner nations for mutual benefit and security in support of national interests. The Cell is the single point of entry for ANG sourcing of SPP events, Mobile Training Teams, Agri-business Development Teams, Foreign Officer Exhanges, et al., and ensures visibility, accountability, and recognition of ANG involvement in International Engagement activities.
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 VACANCY, SELECT THE LINK BELOW AND FOLLOW APPLICATION PROCEDURES