AIR NATIONAL GUARD (ANG)
ACTIVE DUTY FOR OPERATIONAL SUPPORT (ADOS)
ANNOUNCEMENT

IAW the ADOS Application Procedures
Please submit complete ADOS applications as 1 PDF to usaf.jbanafw.ngb-hr.mbx.HR-ADOS@mail.mil

If unable to encrypt or the application is over 4MB, please forward via https://safe.amrdec.army.mil/safe/ to the above address

ANNOUNCEMENT NUMBER: 19-155
CLOSE OUT DATE: Open until Filled
POSITION TITLE: Readiness Program Manager (NGB/A2/3/6)
POSITION INFORMATION: Length: 30 Sep 20
Tour intent is FY 20
Pending Funding and Airman’s continued eligibility.
ADOS, Title 10 - 12301d
RANK/GRADE REQUIREMENT: SSgt/E5 – SMSgt/E8
AFSC REQUIREMENT: Any AFSC
SECURITY CLEARANCE REQ: Secret
(Member must have appropriate clearance for the position)
LOCATION: Joint Base Andrews, MD
WHO MAY APPLY: Qualified ANG members only

POC Position:
Name: Lt Col George Eldridge, Chief, Readiness Assessments Branch
Contact Info: Commercial: 240-612-9853, DSN: 612-9853
Email: george.g.eldridge.mil@mail.mil
Position Description (Duty Description):
Provide technical expertise and assistance to NGB staff, subordinate units and commanders on the implementation and maintenance of ANG AEF Reporting Tool (ART), Air Force Input Tool (AF-IT) and the Defense Readiness Reporting System (DRRS) databases. Provides centralized readiness management information analysis as it relates to functional areas of military personnel, training, equipment and other areas as determined by NGB, HQ USAF and the Joint Chiefs of Staff. Prefer incumbent possess AF-IT (Old SORTS), DRRS and ART experience. Incumbent will assist in developing and maintaining Air National Guard (ANG) Designed Operational Capability Statement (DOC) program. Position desires a Senior NCO with extensive knowledge and experience in war planning process and combat missions and resource of the ANG. Provides input to policy decision making on operational reporting requirements and recommends reporting actions to meet MAJCOM management needs. Incumbent should be familiar with the functions and organizations of the ANG and the command relationship with JCS, USAF, MAJCOMS, NAFs and TAGs. Incumbent should be versed in the unique personnel/logistics and training requirements of all ANG C-Leveled units tasked in support of Contingency and Operation plans. Incumbent should have a working knowledge of data processing software and hardware as it relates to operational reporting/analysis requirements. Incumbent should have excellent Microsoft Power Point and Excel skills and ability to brief large audiences and general officers. Incumbent should be able to effectively communicate orally and written. Assists other branch and directorate personnel, as needed, on military matters.

Justification:
This position is required to assist with the effective execution of the largest readiness program in the USAF today. The ANGRC’s readiness program is five times larger than any other USAF MAJCOM’s readiness office—with the exception of the AFRC whose readiness office is one third the size of the ANGRC’s. The ANGRC’s readiness office is responsible for processing 5300 reports each month with a current staff of five—the same size staff as MAJCOMs who process—at most—1200 reports. This position will robust the existing ANGRC staff to more readily monitor accuracy of 5300 unit reports in ART, AF-IT, and DRRS. In addition to supporting the largest population in the USAF (107K manpower authorizations), the ANGRC supports readiness at the JCS level in addition to the CSAF level, due to the CNGB’s position as a voting member of the CJCS. The incumbent will be providing detailed analysis and briefings to General Officers at the USAF, Director of the ANG, and ANGRC/CC level. Additionally, incumbent will provide technical expertise and assistance to NGB staff, subordinate units and commanders on the implementation and maintenance of ANG ART, AF-IT and DRRS databases to support the National Military Strategy in addition to the NGB’s support to Domestic and Defense. This position is required to assist with the effective execution of the largest readiness program in the USAF today. The ANGRC’s Support to Civil Authorities (DSCA) operations.