



AIR NATIONAL GUARD (ANG) 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 THIS MILITARY VACANCY ANNOUNCEMENT. PLEASE READ EACH SECTION CAREFULLY AND ENSURE YOU ARE IN FULL COMPLIANCE BEFORE THE CLOSEOUT DATE LISTED BELOW.

***SELECTEE(S) SHOULD EXPECT TO BE GAINED ONTO STATUTORY TOUR WITHIN 120 DAYS OF ACCEPTANCE.**

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

DUE TO THE HIGH VOLUME OF APPLICATIONS, PACKAGES RECEIVED WITHIN FOUR DUTY-DAYS OF THE CLOSEOUT DATE WILL BE REVIEWED FOR QUALIFICATION/DISQUALIFICATION ONLY. WE WILL NOT BE ABLE TO ASSIST YOU WITH COMPLETING YOUR APPLICATION. INCOMPLETE APPLICATIONS SUBMITTED WITHIN FOUR DUTY-DAYS OF CLOSEOUT DATE WILL BE DISQUALIFIED. QUESTIONS PERTAINING TO APPLICATION REQUIREMENTS SHOULD BE REFERRED TO NGB/HR. ONLY NGB/HR WILL DETERMINE QUALIFICATION/DISQUALIFICATION.

****You MUST submit ALL required documents IAW the Application Procedures/FAQs located on the website. These procedures/FAQs change and you MUST follow the MOST CURRENT PROCEDURES****

<u>ANNOUNCEMENT NUMBER:</u>	MVA 2020-194R1
<u>OPEN PERIOD:</u>	18 September 2020 thru 2359 EST, 20 October 2020
<u>HIRING DIRECTORATE:</u>	AETC
<u>POSITION TITLE:</u>	EPME Curriculum Designer
<u>AFSC REQUIREMENT:</u>	Any (PAFSC, 2AFSC, 3AFSC, 4AFSC)
<u>RANK/GRADE REQUIREMENT:</u>	TSgt/E6-MSgt/E7
<u>POSITION INFORMATION:</u>	Full Time, Title 10, Statutory Tour
<u>TOUR LENGTH:</u>	2-4 Years
<u>AGENCY:</u>	National Guard Bureau (NGB)
<u>DUTY LOCATION:</u>	Maxwell AFB, AL
<u>WHO MAY APPLY:</u>	Must be a current ANG, REGAF, or AFRC member and be eligible for ANG Membership

1. Requirements

****Second Reminder-You MUST submit ALL required documents IAW the Application Procedures/FAQs located on the website. *These procedures/FAQs change and you MUST follow the MOST CURRENT PROCEDURES. All applicants are strongly encouraged to thoroughly review all application procedures and FAQs prior to contacting NGB/HR and especially prior to submitting your application*****

Must hold rank/grade, AFSC requirement, and be current/passing within fitness standards as established by AFI 36-2905, by and through announcement closeout date. All information must be accurately indicated on the vMPF RIP at the time of application.

Must have a Secret security clearance

Be qualified in an AFSC and possesses an appropriate skill level commensurate with grade.

Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN17-1301, *Computer Security*.

RETRAINING REQUIREMENTS:

(If **8T000** is not reflected on VMPF RIP, applicant must submit the following items)

- Statement of Willingness to Cross Train signed by applicant
Verbiage required: "meets prerequisites outlined in applicable United States Air Force (USAF) and Air National Guard (ANG) directives for award of **SDI 8T000** and is willing to cross train into Career Field. This includes but not limited to completing all required courses and medical requirements upon selection within 12 months of assignment based on award of AFSC awarding course."
- Director/Commander Letter of Recommendation
"Individual has never been permanently decertified from military training leader duties. Individual demonstrated ability to lead and have empathetic understanding of problems. Individual has the ability to speak distinctly. No record of disciplinary action that resulted in an Article 15 or Unfavorable Information File for the past three years. No recorded evidence of emotional instability, personality disorder, or other unresolved mental health problems. No record of substance abuse or financial irresponsibility. Never received substantiated abuse findings as defined in AFI 40-301, Family Advocacy Program. Never been convicted by a civilian court of Category 1, 2, or 3 offenses, nor exceeded the accepted number of Category 4 offenses. Category 3 and 4 traffic offenses alone are not disqualifying. NOTE: Categories of offenses are described and listed in AFI 36-2002, Regular Air Force and Special Category Accession, Uniform Guide List of Typical Offenses. Never been convicted by a general, special, or summary courts-martial. No record of disciplinary action (LOR or Article 15) or referral Enlisted Performance Report (EPR) after award of SDI."
- Local Command Chief Letter of Recommendation

"Individual has been interviewed and is favorably recommended for retraining into **SDI 8T000**. Member meets all required retraining requirements as specified by the AFECD."

- Official AF Form 422- must be less than 12 months old with the following:
 - o PULHES score must be: 2, 2, 2, 2, 2, 1
 - o Ability to Lift must be: G (40 lbs) -Must be indicated in the Strength Aptitude Test (SAT) column of the AF Form 422 (last column after the PULHES scores).
- VMPF RIP Must Reflect the following:
 - o PME Requirement: Completion of a certified in-resident PME course at a level equal to or higher than the course in which member is applying prior to reporting for duty.
 - o Evaluations (EPR) Requirement: Minimum overall rating of "Exceeded some, but not all Expectations" and/or an overall 5 rating on last 3 EPRs.
 - o CCAF Requirement: completed/awarded CCAF degree
 - o Skill level commensurate with grade
- Must have scored 80 or above on last two fitness tests, or 90 or above on most recent fitness test, no failure on any portion within the last 12 months. No current PT exemptions; except deployment and/or pregnancy.
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- Outstanding in appearance, military bearing, professional military image and conduct both on and off duty.
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1. Position Description

-Knowledge of: principles, techniques, and methods of instructions; use of visual aids; learning processes; curriculum development; education and training evaluation; and counseling methods and techniques. A minimum of two years as an EPME instructor or comparable education/training experience is highly desired. Possession of an associate degree or higher from a regionally accredited college or university, or at a minimum be within one year (12 credit hours) of completing an associate degree, is desirable. Completion of a certified in-resident Professional Military Education (PME) course is mandatory.

-Advises and assists the Dean and Superintendent of Academic Affairs, curriculum program managers and team superintendents on matters pertaining to the Air National Guard--ensuring content considered for inclusion is current, accurate and reflective of ANG senior leadership vector. Researches, source documents (instructions, directives, mission statements, strategic documents, etc.) to determine curriculum foundation. Researches books, published academic papers, interactive sources (worldwide web), earlier versions of curriculum, etc. to locate information pertaining to individual topics. Utilizes the steps of the Instructional Systems Design (ISD) model as outlined in AFI 36-2301. Writes, analyzes and revises, on a routine basis and as necessary, various lessons to be delivered at schoolhouses worldwide to support educational goals contained in AFI 36-2618 and established strategic documents and directives. Uses the principles, techniques, and methods of instructions; use of visual aids; learning processes; curriculum development education and training evaluation; and counseling methods and techniques.

-Develops standard rubrics for grading oral, written, and military performance exercises as required. Individual should possess a working knowledge of test and measurement analysis. Attends conferences, seminars, and workshops designed to enhance educational and instructional design abilities. Leads and conducts training seminars, staff assistance visits, and speaking engagements as required by the Dean of Academic Affairs. Determines requirements for annual enlisted symposiums and conferences to enhance curriculum delivery worldwide. Performs protocol duties in support of Barnes Center events and activities. Assists with developing, planning, and evaluating both new and existing curriculum at all levels of enlisted education. Participates in Barnes Center/Academic Affairs strategic planning meetings. Attends ANG staff meetings when requested by Barnes Center CG and provides updates concerning AFSNCOA. Coordinates with Superintendent, Instructional Analysis regarding the performance of test items and their relative validity as measuring devices when analyzing currently deployed curriculum. Performs all other duties as assigned.

2. Application Reminders

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 AFI 36-2502.

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 AFI 36-2502. 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, etc. could result in disapproval.

It is your responsibility to ensure your vMPF RIP is accurate/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.

3. 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, ANG members assigned to NGB as a State Candidate, and ANG members assigned to NGB utilizing a state resource, must obtain and submit State TAG approval with application. Members currently assigned to the Statutory Tour program (excludes State Candidates and members assigned to NGB utilizing a state resource) must obtain current director's 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 four duty-days of receipt. You may email usaf.jbanafw.ngb-hr.mbx.hr-apply@mail.mil or call 240-612-8884 to check the status of your application. Please do not call/email for a status update within the four duty-day period.

IMPORTANT NOTE:

Based on the volume of applicants, packages received within four duty-days of the closeout date listed on the announcement will be reviewed for qualification/disqualification only. Any incomplete/missing requirements/documentation will result in disqualification. Submittal of any missing documents/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 our FAQs and application procedures. If your question is still not answered, contact our office for clarification. Review your application and requirements thoroughly before submitting to preclude disqualification.

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

<http://www.ang.af.mil/Careers/ANG-Title-10-Stat-Tour>