

---

**Air National Guard (ANG) Military Vacancy Announcement (MVA)**  
*(Must be a current ANG member only)*

**2012-252**

**CHIEF, CONVERSION TEAM DIVISION**

**LT COL**

*\*(Must meet this rank requirement at closeout date)*

**Closeout Date: 25 SEP 2012 Close of Business (COB)**

---

\*\*To view the most current application procedures/requirements, refer to the ANG Careers webpage at <http://www.ang.af.mil/careers/mva/procedures.asp>. Note: Email constraints limit the size of an application to 4 MB. If you do not receive an email confirmation within 24 hours of submitting a package please contact us immediately.

Headquarters ANG Title 10 2-4 years Statutory Tour at **NGB/A3 (Joint Base Andrews, MD)**. Must be Air Force Specialty Code (AFSC) **11X3/4, 12X3/4 or 13X3/4**. **Must have or be able to obtain Top Secret. API 8**. Duties and Responsibilities: Responsible for all ANG force structure actions involving air, space and ground units. Actions include weapons systems conversions, relocating, standing-up new units, and closing units per BRAC, Total Force Integration (TFI) and/or programmatic direction. Responsible for overseeing the successful execution of all assigned programs. This position requires the incumbent to implement, monitor, and assess all ANG force structure beddown and mission transformation actions. Should be an experienced officer with extensive knowledge of various Air Force and ANG mission areas, along with experience in training and resource management. This officer should be familiar with the functions and organization of the Department of Defense, the Air Force, and the Air National Guard, along with the command relationship with the Air Force, MAJCOMs, and TAGs and is constantly called on to brief general officers and Air Staff offices on programs. The incumbent will have the authority to carry out USAF and ANG policy, and independently plan and execute all assigned programs. The incumbent should be thoroughly familiar with ANG/NGB/MAJCOM/Air Staff policies and procedures, and should have a working knowledge of all MAJCOM/USAF Directives and Instructions pertaining to the ANG. Knowledge is also mandatory of the functions and organizational structure of the USAF, MAJCOMS, and ANG units (to include technician service). The Conversion Team Division Chief is responsible for all aspects of the execution phase of all major Air National Guard force structure and basing actions assigned. The incumbent should have a working knowledge of the PPBS (programming) process to ensure all force structure programs assigned are ready for execution. Using the established SATAF process, the incumbent should have the organizational ability to bring together the proper multi-disciplinary team to plan and execute Site Surveys and SATAFs for any force structure program assigned. The incumbent will be responsible for briefing all aspects of assigned programs to ANG Directors and staff, MAJCOM and Air Staff leadership, other service staff members up to and including General Officers, Wing Commanders, and State leaders. The incumbent should have a working knowledge of ANG, MAJCOM, and Air Staff organizations to ensure all assigned actions are properly coordinated with all applicable functional areas.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to applying.

Application for this MVA signifies agreement to the following statement, "I certify that, to the best of my knowledge and belief, all of the information in and attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

**Questions regarding this advertisement can be sent to [hr.apply@ang.af.mil](mailto:hr.apply@ang.af.mil)**

---