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

**2013-082**

**ANG IN-SERVICE RECRUITER**

**TSgt - MSgt**

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

**Closeout Date: 14 Mar 2013 Close of Business (COB)**

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\*\*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/A1 (Elmendorf AFB, AK)**. Must be Air Force Specialty Code (AFSC). **8R000**. Duties and Responsibilities: The incumbent is the single Air National Guard (ANG) point of contact within their assigned territory for all separating USAF personnel. Serves as the liaison between USAF separations/relocations offices and ANG Recruiting locations. Administers the Palace Chase and Palace Front programs for the ANG throughout their assigned region. A highly experienced individual with extensive background in recruiting policies and procedures ranging from ANG base level functions to HQ USAF requirements. This position will also require the incumbent(s) to establish direct contact with active duty airmen, officers, supervisors, Career Assistance Advisors and Commanders explaining the role and mission of In-Service Recruiting and the ANG. Serve as the single point of contact for all matters concerning enlistment/appointment in the ANG. Requires frequent contact with various state headquarters and units through written correspondence, telephone and e-mail. Oral and written communication skills are critical. Requires a distinguished NCO whose military image, professionalism and self-sufficiency are highly regarded. This position requires frequent travel.

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.

Any MVA to an overseas location will require additional screening for the selectee and family prior to orders publication.

Enlisted applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-2503, Paragraph 3.8.

Members in a Special Duty Career Field (SDI)/Reporting Identifiers (RI) must submit a conditional release letter 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. If selected for an MVA outside of the SDI (8XXX) or RDI (9XXX) you must have a fully qualified AFSC prior to accession onto Stat Tour AFSC(1XXX-7XXX)

Applications will be reviewed for qualification/disqualification only starting at 72 hours prior to closeout date. For example; an MVA closing out on the 10th of the month would be reviewed for qualified or disqualified only starting on the 7th of the month.

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)**

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