



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 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. 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.

ANNOUNCEMENT NUMBER: MVA 2016-291

OPEN PERIOD: 23 September 2016 thru 2359 EST, 23 October 2016

HIRING DIRECTORATE: PACAF

POSITION TITLE: Executive and Protocol Officer to the Deputy Commander

AFSC REQUIREMENT: Any AFSC (PAFSC, 2AFSC, 3AFSC)

RANK/GRADE REQUIREMENT: Capt/O3 – Maj/O4

POSITION INFORMATION: Full Time, Title 10, Statutory Tour

TOUR LENGTH: 2-4 Years

AGENCY: National Guard Bureau (NGB)

DUTY LOCATION: Joint Base Pearl Harbor-HI

WHO MAY APPLY: Qualified ANG members only

1. Requirements

*** You must submit all required documents IAW the Application Procedures/FAQs located on the website. These procedure/FAQs can change at any time-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.

All applicants must submit last 5 OPRs with no gaps in time (includes AF Form 77s, AF Form 475s, & AF Form 707s, if applicable).

2. Position Description

Commander, United States Pacific Command (CDRUSPACOM) has tasked Joint Task Force - Support Forces Antarctica (JTF-SFA) to support OPERATION DEEP FREEZE (ODF) whose mission is to assist the National Science Foundation (NSF) and the United States Antarctic Program (USAP) within the designated Joint Operating Area (JOA). This involves coordination of strategic inter-theater airlift, LC-130 field support airlift; other airlift as required; aeromedical evacuation support; emergency response; sealift; seaport access; bulk fuel supply; port cargo handling; and transportation requirements.

This position provides executive and protocol support to the JTF-SFA, management of the Distinguished Visitor (DV) program, public affairs liaison, financial management, and file management for the JTF-SFA staff.

Position requires maturity and integrity to deal with extremely sensitive issues with senior officers, high-level civilians, and all remaining grade levels on a daily basis.

The incumbent should be capable of independent planning, coordinating, and completing various management actions relating to the JTF-SFA.

Individual should possess broad, in-depth knowledge of Department of Defense (DoD), Air Force, Air Reserve Components, and government organizational structure and functions.

Should possess the maturity and integrity to deal with extremely high-level issues. Should possess excellent oral and written communicative skills.

Knowledge of computer systems, including hardware and software, is highly desirable.

Should be knowledgeable in protocol, executive management, government budget process, and logistical planning.

Performs other duties as assigned.

3. Application Reminders

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 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.

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's approval.

Statutory Tour service time does not count toward Reduced Eligibility Age for Reserve Retirement Pay.

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%.

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/mva/index.asp>