



# OREGON AIR NATIONAL GUARD



Oregon Military Department  
NGOR-AC/AGR  
P.O. Box 14350  
Salem, Oregon 97309-5047

## NATIONWIDE ACTIVE GUARD/RESERVE (AGR) POSITION VACANCY ANNOUNCEMENT

**ANNOUNCEMENT NUMBER: 24-563**

### POSITION INFORMATION

<b>Open Date:</b>	01-May-2024
<b>Close Date:</b>	31-May-2024
<b>Position Title:</b>	Installation Deployment Officer
<b>Unit:</b>	142d Logistics Readiness Squadron
<b>Location:</b>	Portland Air National Guard Base, Portland, Ore
<b>AFSC Requirement:</b>	21R
<b>UMD Position Number *</b>	0113572834
<b>Maximum Rank/Grade**</b>	Major/O-4
<b>Minimum Rank/Grade:</b>	O-2
<b>PD Number:</b>	NGD1414P01
<b>Grade/Series:</b>	GS-0346-12
<b>Projected Start Date:</b>	1 Oct 2024
<b>Minimum Required Skill Level:</b>	21R3
<b>Cross-Training Opportunity:</b>	NO
<b>Additional Requirements:</b>	AGR Resource added to LRS UMD effective 1 Oct 2024. Will request

### WHO MAY APPLY FOR THIS POSITION:

This Announcement Is Open to All Current Members of The Oregon Air National Guard  
And Those Eligible for Membership in the Oregon Air National Guard

### AREAS OF CONSIDERATION:

Area 1: Current Permanent Full-Time and Traditional Members of The Oregon Air National Guard  
Area 2: Those Eligible for Membership in the Oregon Air National Guard

### FOR MORE INFORMATION ABOUT THIS POSITION OR THE UNIT OF ASSIGNMENT, PLEASE CALL:

Section/ Shop Supervisor: Major Brendan Kasony, 142LRS/CC / (503) 335-5322 / DSN 638-5322

HR Liaison: MSgt Jacob Kelley / (503) 335-4029 / DSN 638-4029

\*Vacancy And Grade Contingent on Resource Availability

\*\*Promotion To the Highest Grade May Not Be Supported by The Units Manning Authorizations

## ELIGIBILITY AND ENTRY REQUIREMENTS INTO THE AGR PROGRAM

- Member Must Meet All Eligibility Criteria in ANGI 36-101, The Active Guard/Reserve Program.
- Member Will Be Required to Hold a Compatible Military Assignment in The Unit They Are Hired to Support.
- Member's Military Grade Will Not Exceed the Maximum Military Duty Grade Authorized on The Unit Manning Document (UMD) For the Position.
- Member Must Meet the Physical Qualifications Outlined in DAFMAN 48-123, Medical Examination and Standards, Attachment 2 Before Being Placed on An AGR Tour.
- Member Must Have Retainability to Complete the Tour of Military Duty.
- Member Must Not Be Eligible for Or Receiving a Federal Retirement Annuity.
- Member Must Comply with Standards Outlined in DAFMAN 36-2905, Fitness Program to Be Eligible for Entry into The AGR Program.
- Member Must Hold Required AFSC Or Be Eligible for Retraining (If Applicable) And Meet All Eligibility Criteria In AFECDD/AFOCD

## ADDITIONAL INFORMATION

- AGR Members Will Participate with Their Unit of Assignment During Regular Scheduled Drill (RSD).
- AGR Tour Lengths in The State of Oregon Are Governed by Director of Staff - Air
- Initial AGR Tours In Oregon Will Not Exceed 3 Years; Follow-On Tours Will Be From 1 To 6 Years, Per ANGI 36-101 And Orang Force Management Policy
- Selectee Will Be Required to Participate in The Direct Deposit Electronics Funds Transfer Program.
- A Law Enforcement Background Check May Be Required Prior To Appointment to This Position; By Submitting a Resume or Application for This Position, You Authorize This Agency to Accomplish This Background Check.
- AGR Service in The Oregon Air National Guard Is Governed by Applicable AFI, ANGI, Selective Retention Review Boards (SRRB) And Command Policy Memorandums (CPM)

## APPLICATION REQUIREMENTS AND INSTRUCTIONS

You **MUST** submit **ALL** required documents IAW this announcement. Written explanation is required for any missing documents. All applicants are strongly encouraged to thoroughly review all application procedures prior to contacting ORANG/HR and especially prior to submitting your application. Applications will not be accepted after the close date listed on this announcement.

## SUBMIT THE FOLLOWING REQUIRED DOCUMENTATION:

- **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, Form Version Dated 11 Nov 2013**
  - NGB FORM 34-1: <https://www.ngbpmc.ng.mil/Portals/27/forms/ngb%20forms/ngb34-1.pdf?ver=2018-09-28-105133-833>
  - Application must be completely filled out
  - Type or Print in Legible Dark Ink, Sign, and Date the application OR Digitally Sign
- **Current Report of Individual Personnel (RIP)**
  - RIP must show ASVAB Scores
  - Skill level commensurate with grade
- **Fitness Report**
  - Current, Passing score at time of submission and through announcement close date
  - Form 469 is required for exemptions on most recent fitness assessment even if expired
- **Official AF Form 422 current within 12 months (Only if Cross-Training Opportunity is applicable)**
- **Other:**
  - AF Bio
  - Last 3 OPBs
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## ORANG – AIR TECHNICIANS INTERESTED IN CONVERTING TO AGR STATUS MUST:

- Indicate in your e-mail your intent to convert to AGR if selected
- Selection for the advertised position does not constitute acceptance into the AGR Program

## ORANG – AIR TECHNICIANS WISHING TO REMAIN IN AIR TECHNICIAN STATUS MUST:

- Submit the same above required application documents AND a resume to the AGR Mailbox

### APPLICATION SUBMISSION INSTRUCTIONS

- **Email applications to:** [142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil](mailto:142.WG.JFHQ-OR-AC-AGR.Org@us.af.mil)
- **E-Mail Subject Line should be the Announcement Number and Last Name ONLY** (Example: AF24-XXX - Doe)
- Encrypted email may be sent to this address
- All documents should be consolidated into a SINGLE PDF, in the order listed above
  - File Name will be: Announcement number and Last Name (Example: AF24-999 – Doe)
  - Documents not combined will be attached and labeled with the same naming convention (AF24-999 – Doe – 1)
  - Do not use the Portfolio feature
- Limit file size to less than 5MB

### VIEW ALL CURRENT AIR AGR POSITION VACANCY ANNOUNCEMENTS AT:

<https://www.oregon.gov/omd/ONG/Pages/Oregon%20Air%20National%20Guard%20Jobs.aspx>

### DESCRIPTION OF DUTIES

This position is located in the Plans and Integration Section of the Deployment and Distribution Flight, Logistics Readiness Squadron, Mission Support Group, at an ANG Aviation Wing. Serves as the Logistics Officer with responsibility for overall program management, direction, and control of wing logistics planning that includes multiple units and may include geographically separated units where no logistics management personnel are assigned. The primary purpose of this position is to manage, direct, develop and implement policy programs and procedures for the accurate management of Wing Logistics planning. Serves as the Logistics Officer/Specialist and provides administrative and technical oversight to a lower-graded specialist. This position is responsible for fully prepared, assigned unit personnel and equipment for Aerospace Expeditionary Force/Wing(AEF/AEW) Operations around the world.

Manages, directs, and implements the local formulation and publication of installation deployment guidance based on regulations, manuals, instructions, and directives issued by higher headquarters. Serves as the Installation Deployment Officer (IDO), and acts for the Commander, regarding actions required to deploy in support of Aerospace Expeditionary Forces (AEF), contingency operations, Operations Other Than War (OOTW), and exercises. Reviews USAF, NGB, and MAJCOM deployment procedures to analyze the impact and, if necessary, provide modifications to procedures for the wing and subordinate units. Establishes deployment policy and sets procedures for the integrated efforts of aircraft maintenance, supply, transportation, civil engineering, operations, and supported units for mission essential deployment operations and logistics war planning. Ensures that units meet pre-execution and command and control requirements for deployments. Analyzes time-phased force deployment requirements to develop plan annexes and schedules for inclusion in the execution phase of wing deployments. Plans and controls the movement of personnel and equipment during simulated and actual deployments and exercises.

Identifies all required deployment/redeployment support with the Wing Staff Air Mobility/Command (AMC) and Air Combat Command (ACC) regarding the transportation of equipment and personnel. Determines the type and number of aircraft required for mission deployment/redeployment. Validates load plans, priority shipments, and customs clearance requirements. Ensures that all unit personnel and equipment are properly identified and prepared for deployment/redeployment. Assists the Wing Commander and MAJCOM in determining the type, number or quantity of troops and equipment available for tasking; and schedules, through correspondence, with headquarters (i.e., ACC, AMC, NGB, ANGR, and Numbered Air Forces to accomplish specific mission requirements.

Plans, develops, directs, and conducts deployment training for the wing and units. Develops and schedules training courses and approves lesson plans developed by functional areas. Develops and schedules manpower and workload requirements for the organization deployment work centers and ensures they are fully staffed and trained.

Assists units by providing guidance and conducting staff assistance visits to identify, correct, and assist with deployment problems. Assesses deployment capabilities with unit commanders to ensure that required deployment training is being conducted. Briefs the Wing Commander, Vice Commander and Unit Commanders on deployment training programs and requirements.

Reviews Operation Plans (OPLANS), Concept Plans (CONPLANS), Concept of Operations (CONOP); and USAF Special Operations, Exercise, and Exercise Order plans received from and directed by higher headquarters (or locally generated) to determine overall wing and unit tasking. Analyzes Wartime Aircraft Activity (WAA) tasking; determines availability of tasked personnel and equipment for tasking; and manages the War Reserve Material (WRM) assets at home station and deployed locations. Prepares appraisals of tasking to include short falls, limiting factors (LIMFACs), and problems. Compiles and submits to higher headquarters, formal supportability/feasibility studies of units' capabilities in meeting tasking. Develops programming plans; base support plans; survival, recovery, and reconstitution plans; and accomplishes joint support planning. Publishes base level annexes to OPLANS, CONPLANS, CONOP; and USAF special operations, exercise, and exercise orders plans.

Manages the wing support agreement program for the Commander. As the wing's focal point, negotiates, writes, coordinates, and monitors Inter/Intra Service Support agreements; memorandums of understanding/agreement; disposal and contingency agreements; and exercise and deployment agreements. Ensures reimbursements are identified to the Financial Management Board (FMB). These agreements are between host base units; tenant units; and a variety of other military services, civil airport authorities, and DOD/NON-DOD agencies located on base, in the vicinity, or at overseas planned wartime host bases and nations. Resolves disagreements at the local level and ensures resolution when disagreements require higher headquarters' involvement; and makes final review for regulatory compliance and accuracy of support to finalize the agreements process. Conducts training of unit/functional area agreement coordinators as required. Serves as the Wing Defense Retail Inter service Support (DRIS) coordinator.

Acts as the wing focal point for WRM programs and serves as the War Reserve Material Officer (WRMO). Receives annual budgets and accomplishes surveillance inspections for War Consumable Distribution Objective (WCDO) programs. Accomplishes annual budget duties to ensure funds are available for stocking all WRM assets. Determines and establishes training requirements for WRM monitors. Conducts WRM review boards as required. Ensures that all deployed assets are properly accounted for, controlled, and reported. Reviews and analyzes overseas/CONUS Prepositioning Procurement Program (PPP) for effect on unit contingency requirements and pares/tailors unit deployment packages to ensure efficient airlift utilization and scheduling.

Manages pilot/non-pilot unit responsibilities in accordance with applicable directives. When acting as a UTC pilot unit, maintains responsibility for developing standard manpower and equipment changes in deployment packages and advises all non-pilot units system-wide. Resolves manpower and equipment differences. Adds, changes, or deletes requirements as UTCs evolve. Provides guidance and assistance to all non-pilot units of the Air Force, Air Force Reserve, and Air National Guard; attends NGB, and gaining MAJCOM workshops and conferences; and provides feedback information to non-pilot units from NGB and MAJCOMS.

Develops and directs the formulation of load plans and analyzes transportation requirements for the wing and units. Schedules all requirements through ANG and/or AMC to ensure personnel and equipment arrive according to planned tasking. Coordinates with Transportation Management Office (TMO) for movements by MTMC.

Reviews resource/logistical plans, programs, and deployment activities with the Wing Commander/Air Commander to insure that authorized mobility equipment is available, on order, and properly budgeted for. Develops program priorities and determines dollar requirements. Makes recommendation to the FMB on allocations of budget targets for all UTCs assigned, WRM, and deployment equipment.

Analyzes and validates logistical inputs for the Joint Chiefs of Staff (JCS) Unit Status of Resources and Training System (SORTS). Monitors the status of unit logistical readiness and deviations in the total logistical posture. Recommends necessary actions to preclude or mitigate effects of support deficiencies.

Serves as base focal point for the UTC Management Information System (UMIS) and Manpower Equipment Force Packaging System (MEFPAK) used for identifying new tasking and informing commanders of updates to current UTCs. Analyzes all plans for correlation between the UTC, the UTC Management Information System (UMIS), and Designed Operational Capacity (DOC) statements for all wing and supported units readiness reporting and tasking. Identifies and reports problems and discrepancies to the Wing Commander, subordinate unit, and/or higher headquarters functional managers. Recommends resolutions when unable to resolve problems at base level.

Attends wing and unit level staff meetings. Represents the Wing/Air Commander at deployment planning conferences conducted by higher headquarters when resource/ logistics planning, agreements or related matters are involved. Works closely with key officials at all levels, both within and outside the base, wing, command, Air Force, Joint Deployment Agency (JDA), NGB, ACC, AMC and MAJCOM. Presents briefings as required to commanders and unit personnel regarding current status of logistics, war planning, and/or deployment programs.

Conducts and participates in site surveys to ascertain, identify, and plan airlift and logistical support requirements needs to deploy, employ, sustain and redeploy the Wing and subordinate units.

Performs other duties as assigned.