



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: 26-624

POSITION INFORMATION

Open Date:	24-Sep-2026
Close Date:	24-Oct-2026
Position Title:	Production Recruiter
Unit:	Oregon Air National Guard Recruiting Flight
Location:	Multiple Locations
DAFSC	3G071
Minimum Required Skill Level	5
UMD Position Number *	TBD
Maximum Rank/Grade**	TSgt
Minimum Rank/Grade:	SrA
Projected Start Date:	ASAP
Cross-Training Opportunity:	Yes- See last page for entry requirements
Additional Requirements***	This is a 2-year One-Time Occasional Tour (OTOT).

WHO MAY APPLY FOR THIS POSITION:

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: SMSgt Anthony Martinez, ORANG RCF/SEL, anthony.martinez.27@us.af.mil ,971-404-7715

HR Liaison: MSgt Brandon Boyce, AGR Manager, brandon.boyce@us.af.mil, 971-355-3013

**Vacancy And Grade Contingent on Resource Availability*

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

**** Assignment to SMSgt/ CMSgt positions: Member must meet all promotion eligibility requirements in DAFI36- 2502, prior to placement into a higher graded position*

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)

SUBMIT THE FOLLOWING REQUIRED DOCUMENTATION:

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.

- **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**
- **Additional Required Documents:**
 - Last 3 EPB/ OPBs
 - Official AF Bio
 - Letter of Recommendation

APPLICATION SUBMISSION INSTRUCTIONS

- **Email applications to: 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)
- 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

OREGON ANG JOB OPPORTUNITIES (<https://www.oregon.gov/omd/ONG/Pages/Oregon%20Air%20National%20Guard%20Jobs.aspx>)**TECHNICIAN POSITION VACANCY ANNOUNCEMENTS** (<https://www.usajobs.gov/Search/Results?l=Oregon&d=AF&k=&p=1>)**Technician Vacancy Announcement Number**

N/A

DESCRIPTION OF DUTIES

SPECIALITY SUMMARY: Organizes and executes programs to enlist/appoint quality personnel to satisfy strength requirements of the wing and state as outlined in applicable ANGIs and higher headquarters publications and directives. Coordinates and disseminates recruiting information and establishes effective relations with the local community. Military and full-time supervision of the production recruiter (PR) will be with the Flight Chief (FC).

DUTIES AND RESPONSIBILITIES:

1. Responsible for interviewing, screening, testing and evaluating applicants from various sources to achieve recruiting goals.
2. Assist in the planning and organizing of recruiting activities.
3. Assist the FC in developing a unit recruiting operations plan to include goals and objectives, recruiting activities, advertising and financial planning.
4. Make oral and film presentations to high school and college classes to establish contact with prospects.
5. Utilize the Air Force Recruiting Information Support System (AFRISS) to its full capabilities.
6. Develop and maintain contact with representatives of civilian organizations, high schools, active duty and reserve components.
7. Coordinate enlistment activities with appropriate personnel (such as Public Affairs, Visual Information, and Force Support Squadron personnel).
8. Report unfavorable publicity, or conditions that might result in unfavorable public reaction, to the appropriate officials.
9. Coordinate with responsible sections to ensure prospects are properly scheduled for ASVAB, physical examinations, and all enlistment actions.
10. Maintain informational records to enable follow-up contacts with prospective enlistees.
1. Coordinate formal presentations to public service organizations and other organizations as requested.
12. Conduct recruiting assistance for ANG personnel engaged in recruiting activities who may be in direct contact with the public and news media representatives (i.e., air shows, career fairs, presentations).
13. Conduct Center of Influence (COI) events.

SPECIALITY QUALIFICATIONS:

1. Must be knowledgeable of the organization, mission, and operations of the ANG.
2. Comply with military duty eligibility requirements IAW ANGI 36-101.
3. Possess a valid state driver's license.
4. Be in the grade of E-4 (Senior Airman) through E-6 (Technical Sergeant).
5. Appearance must project a favorable image of the ANG IAW AFI 36-2903 and AFI 36-2905 standards. Must maintain outstanding appearance, military bearing and high standards of conduct to include no history of disciplinary actions.
6. Must be able to speak clearly and communicate effectively.
7. Must be willing to work long, irregular hours, be subject to public scrutiny, and become involved in civic and military activities that support the local community.
8. Individual must demonstrate a positive attitude and be enthusiastic about performing ANG recruiter duties. Must possess skills in oral and written communication and have working knowledge in current computer software applications.
9. Completion of USAF/ANG/AFRES Basic Recruiting Course is mandatory.
10. Prior qualification at the 5-skill level (3-skill level if no 5-skill level exists) in any AFSC is mandatory for entry into this Special Duty Identifier.
11. Completion of the applicable sales training programs within one year of assignment is mandatory.
12. Performs other duties as assigned.

CROSS-TRAINING REQUIREMENTS

ASVAB Score	N/A
PULHES Score	P2 U2 L2 H3 E2 S1

Additional Entry Requirements IAW AFECF/AFOCD

3.4 Experience. For entry prior qualification at the 5-skill level in any AFSC is mandatory.

3.5 Other. The following are mandatory as indicated:

3.5.1. E-4, with Airman Leadership school completed. Or E-5 through E-6.3.5.2 Skill level commensurate with grade.

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3.5.3. Outstanding in appearance, military bearing, professional military image and conduct both on and off duty.

3.5.4. Candidates must demonstrate the maturity and ability to operate in autonomous environment without day-to-day supervision.

3.5.5. Must not have referral EPB in the last 3 years.3.5.6. Score 75 or above on the most recent fitness test and no failures on any portion within the last 12 months.

3.5.7. No record of disciplinary action that resulted in an Article 15 or Unfavorable Information File in the last three years.

3.5.8. See attachment 4 for additional mandatory entry requirements.

3.6. For entry and retention:

3.6.1. No unresolved emotional instability, personality disorder, or other mental health problems.

3.6.2. No record of alcohol or substance abuse, financial irresponsibility, domestic violence, or child abuse.

3.6.3. No record of conviction by summary, special, or general courts-martial.

3.6.4. No record of disciplinary action (Letter of Reprimand [LOR] or Article 15) for engaging in an unprofessional or inappropriate relationship as defined in DAFI 36-2909, Professional and Unprofessional Relationships, or documented failures (LOR or Article 15) to exercise sound leadership principles with respect to morale or welfare of subordinates.

3.6.5. Possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with DAFI 24-301, Ground Transportation.

3.6.6. Must maintain local network access IAW DAFI 17-130, Cybersecurity Program Management and DAFMAN 17-1301, Computer Security.

3.6.7. Must attain/maintain training standards and task certifications according to specific duty position(s) Recruiting and Retention AFJQS.