



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: AF26-563

POSITION INFORMATION

Open Date:	2-Apr-2026
Close Date:	4-May-2026
Position Title:	Medical Plans Officer
Unit:	142 MDG Det-1
Location:	142nd Wing, Portland Air National Guard Base, Oregon
DAFSC	41AX
Minimum Required Skill Level	0
UMD Position Number *	0103165834
Maximum Rank/Grade**	2 LT
Minimum Rank/Grade:	Maj
Projected Start Date:	1 July 2026
Cross-Training Opportunity:	Yes- See last page for entry requirements
Additional Requirements:	*This is a Commissioning Opportunity* *PCS Authorized*

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: Lt Col Josiah Roldan / COMM: 541-801-1827 / josiah.roldan@us.af.mil

HR Liaison: MSgt Jacob Kelley / COMM: 503-335-4029 / Jacob.Kelley@us.af.mil

**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 AFECD/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 5 EPBs/ or ALL OPBs
 - Official Air Force Biography
 - 2 Letters of Recommendation
 - Current Resume
 - See Additional Entry Requirements Section for Required Application Documents

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

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

Mission Statement:

When directed by the Secretary of Defense, coordinated by the Chief of the National Guard Bureau, and upon consent of the Governor(s) during major or catastrophic CBRN incidents, the HRF and CERFP alerts, recalls and deploys critical command and control and life-saving capabilities within six hours; on order, deploys and conducts command and control, search and extraction, mass casualty decontamination, and medical stabilization in order to save lives and mitigate human suffering; On order, redeploys

Duties and Responsibilities:

As an Air Force Health Services Administrator, the incumbent will be expected to be competent in formulating, interpreting, and implementing policy. Planning and organizing activities associated with peacetime and wartime health services administration, such as manpower, medical logistics, medical food service, hospitalization and aeromedical evacuation of patients, medical facilities management, repair, maintenance, construction, modification, and housekeeping, equipment maintenance and repair, information systems, clinical engineering, inpatient and outpatient records, and morale and welfare services for patients and medical personnel. Coordinating health services programs. Coordinating with comptroller, civil engineering, civilian and federal agencies, and other Air Force functions and activities to execute health services programs. Advising the medical professional staff and other staff health services officers on administrative matters pertaining to health services programs. Functioning as a liaison with civilian, military, and other federal activities to keep current in areas of interest to health services administration. Monitoring and directing health services programs. Interpreting and directing the implementation of policies governing health services programs. Directing the management of health services functions such as medical logistics, fiscal management, managed care, human resource management, patient administration, aeromedical evacuation, medical facility construction, modification, and design, and medical research administration. Developing financial plans and budget estimates for Air Force health services programs. Directing the preparation of biometric reports, directives, correspondence, and memoranda pertaining to health services administration. Controlling utilization of health services program funds in collaboration with the medical commander and comptroller. Preparing and exercising emergency, disaster, and defense plans, and monitoring readiness training. Integrating cost management, quality and access to care issues into health services programs.

Mission Specific Required Training:

- Courses listed in the NG J37 HRF and CERFP ITRM for Medical Support AFSCs
- Basic Life Support (BLS) – Heart-Saver
- Resource Advisor/Budget Systems/AROWS/DTS/GPC/DEAMS other as needed
- Unit Deployment Monitor, including LOGMOD
- DMLSS Initial Proficiency training within one (1) year of assignment
- Force Readiness Reporting; DRRS UC , DCAPEs, AF-IT Training & SIPR Access
- Air Force Records Information Management System Training
- MICT/IGEMS
- Accountable Base Medical Supply Officer/Medical Logistics Officer training
- NGB Budget Builder initial and annual refresher
- Truck and Trailer Operation Training
- Maintain AFSC skill level currency, once AFSC is awarded
- ANG Resource Systems Management Course
- Medical Readiness Management Course



Mission Specific In-Garrison Duties:

- Responsible for daily operational readiness of CBRN Response Enterprise (CRE) Medical Detachment
- Oversight and coordination of all assigned medical personnel supporting CRE in-garrison operations
- Attends and provides ANG input to CRE command and staff meetings
- Executes medical operations and logistics coordination with CRE command staff
- Reviews, develops, and executes all aspects of annual training plans for assigned element members
- Represents the Medical Detachment/CC on a full-time basis to maintain command directive continuity
- Coordinates manpower and training requirements with the MAO or designated MDG full-time representative
- Ensures required reporting (i.e. DRRS/ AF-IT, DCAPEs, DMLSS) is accurate & completed by suspense dates
- Holds Unit Certifier role in DCAPEs and DRRS
- Conserves and maintains Mission Essential Task List (METL) for medical detachment and coordinates with Director of CBRN Medical Operations to synchronize with sister states
- Collects and submits detailed After Action Reports (AARs) for training events and exercises, providing ANG recommendations for sustainment, improvement, and corrective actions
- Continuously tracks and validates the CBRN vaccination requirements of all ANG personnel assigned to the CRE
- Annually reviews & modifies CRE Medical Detachment Standard Operating Procedures in coordination w/ Det-1/CC
- Advises & educates leadership and interagency partners on the medical capacity of CRE medical response capabilities
- Ensures maximum interoperability in comms, equip, personnel, & plans in support of large scale CBRN events
- Provides oversight of all medical aspects of SEAT Inspection at CRE Medical Detachment level
- Facilitates participation in state, regional and national CBRN training exercises
- Develops localized medical support plans in coordination with the RMPO for incorporation into the FEMA region
- Maintains rapport & working partnerships w/ orgs supporting CRE Med Detachment reqs; through Memorandums Understanding (MOUs), Memorandums of Agreement (MOAs) & Training Affiliation Agreements (TAAs)
- Provides oversight of DEA Controlled Substance Compliance Program
- Executes ABMSO and Medical Logistics Flight Officer duties outlined in AFI 41-209
- Acts as Resource Advisor for CRE Med Detachment; manages all expenditures & cost analysis for assigned members, executes balanced CRE budget in coordination with Med Log, reviews accuracy of orders & vouchers
- Participates as the Medical Detachment representative in the Financial Working Group
- Maintains CoMSupCen access to review and approve orders
- Government-based Purchase Card (GPC) approver; responsible for purchasing equipment and supplies necessary to complete mission requirements, including strict tracking of purchases, refunds, and discrepancies
- Departmental Accountable Official (DAO)

Mission Specific Operational Duties:

- Develop deployment plan for the CRE Medical Detachment
- Medical Element Plans and Operations Officer to the Medical Detachment Commander
- Works in conjunction with the Medical Logistics NCOIC to forecast the logistics support required for medical assets based on casualty throughput and logistical expenditures in accordance with localized CRE SOGs
- Responsible for submitting med reports to CRE and/or leadership as required in accordance with operational task org
- Coordinates med operational & logistical support from CRE and/or leadership in accordance w/ operational task org
- Develops redeployment plan for CRE medical element
- Acts as Medical Liaison Officer for the CERFP C2

Mission Specific Qualifications:

- Must be world-wide qualified in accordance with AFI 48-123, Medical Standards for Appointment and Induction
- Current on all Individual Medical Readiness (IMR) requirements (ALC stratification < C3)
- Able to meet Occupational Safety and Health Administration (OSHA) respiratory/asbestos screening standards, NFPA requirements as implemented by CBRN enterprise, and able to enroll in CBRN Respiratory Protection Program
- Upon completion of HSA tech school, expected to maintain fully qualified AFSC reqs
- Completed Professional Military Education (PME) commensurate with current rank as applicable
- No UIF entries within 24 months of assignment
- Must establish and maintain residency within reasonable daily commuting distance

*Performs other duties as assigned

CROSS-TRAINING REQUIREMENTS

ASVAB Score

N/A

PULHES Score

N/A

Additional Entry Requirements

Required application documents to be submitted and combined into a single PDF (flattened, and not as a binder):

- AF Form 24: Signed Application for Appointment (Form attached)
- NGB SOU Form: Signed Statement of Understanding (Form attached)
- AFOQT Scores: (If applicable to AFSC)
- Cover Letter
- Current resume, detailing your military & civilian experience
- Fitness Test Scores: (Not required for NPS applicants)
- Letters of Recommendation: Two (signed) letters attesting to character, integrity, and aptitude
- ANG Interview/Pre-Qualification Worksheet: PS applicants only (Contact Wing recruiting staff to initiate. Not required for current ORANG members)
- Proof of GMAT score 400 or higher or GRE score 286 or higher
- Copy of official transcripts (3.0 GPA or higher in qualifying degree; undergraduate or graduate degree)
- Letter of intent; why you want to be an MSC officer & how you will enhance the ORANG as an Officer.
- Current Virtual Military Personnel Flight (VMPF) Report of Individual Personnel (RIP) showing degree
- If enlisted – last 5 EPRs/EPBs; If officer – all OPRs/OPBs
- Official Air Force Biography

Education:

For entry into this specialty, one of the following is mandatory:

A graduate degree in Health Administration, Healthcare Administration (or equivalent), Healthcare Management, Health Management and Policy, Health Services Administration (or equivalent), Hospital Administration (or equivalent), Accounting, Business Administration, Business Management, Economics, Finance, Marketing, Statistics, Information Systems Management, Health Information Management, Health Information Technology, Emergency Management, Architecture*, Architectural Engineering*, Civil Engineering*, Construction Management or other closely related degree. OR an undergraduate in Health Administration, Healthcare Administration (or equivalent), Healthcare Management, Health Management and Policy, Health Services Administration (or equivalent), Hospital Administration (or equivalent), Accounting, Business Administration, Business Management, Economics, Finance, Marketing, Statistics, Information Systems Management, Emergency Management, Biomedical Engineering, Clinical Engineering and Health Management/Health Systems Engineering, Information Management, Health Information Technology, Architecture*, Architectural Engineering*, Civil Engineering*, Construction Management*, Operations Research or other closely-related degree.

Training:

For award of AFSC 41A3, completion of the basic health services administration course is mandatory.

Experience:

For award of AFSC 41A3, officers must have at least 12 months experience in one of the MSC core functions, which are prescribed as facility management, health facilities, health plan management, medical resources, healthcare information management and information technology, medical logistics, and medical readiness (including aeromedical evacuation), and must have the approval of their unit's senior ranking MSC.

**Reference: 2025 Air National Guard Medical Service Corps Accession Handbook, 2025 ANG Medical Service Corps AFSC 41AX Accessions Checklist, Department of the Air Force Officer Classification Directory (DAFOCD) 30 Apr 2025

This is a Retraining & Enlisted to Officer Commissioning opportunity.