



# South Carolina Army National Guard

## Announcement for Active Guard Reserve (AGR) Position

### AGR Vacancy Announcement

#### SECTION I: Administrative

(Authority: Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5)

<b>Position Title:</b> R & R NCO	<b>Position Number:</b> 16-001	<b>Open Announcement</b>
<b>MOS/Branch Required:</b> 79T	<b>Position PULHES:</b> 132221	<b>Minimum Grade:</b> SPC (E4) <b>Maximum Grade:</b> SSG (E6)
<b>HRO Point of Contact</b>		<b>Duty Location</b>
SSG Rodney L. Baxley Email: <a href="mailto:Rodney.l.baxley.mil@mail.mil">Rodney.l.baxley.mil@mail.mil</a> Telephone# : (803) 299-2993		<b>Retention &amp; Recruiting Command</b> 1225 Bluff Road Columbia, SC 29020

#### SECTION II: Position Considerations

Current service members (AGR, Technician, or M-Day), of the South Carolina Army National Guard in the ranks of SPC (E4) – SSG (E6). Must possess an Army MOS. Applicants in grade of SSG (E6) not 79T MOS qualified must take a reduction in grade to SGT (E5). Must become 79T qualified within one year from date of hire.

#### SECTION III: Duties and Responsibilities of Position

Recruiters serve as the Army's ambassador within the community. Recruiting & Retention NCOs must conform to the highest moral and ethical responsibilities required of a NCO. (RRNCOs are responsible for managing their own time) and often work long and erratic hours to accomplish assigned missions. Must maintain compliance with applicable strength maintenance regulations, policies, procedures, and State guidance. Specific tasks, duties, and responsibilities include the following:

- 1) Pre-qualifies prospects to ensure a current, basic enlistment eligibility criterion is met. This includes enlistment options, programs, obligations, IET requirements, selective reserve incentive programs (SRIP), and the Montgomery GI Bill IAW NGR 600-200, AR 40-501, and AR 135-178.
- 2) Conduct detailed screening of eligibility IAW AR 601-210, MEPCOM Regs 40-1, 40-4, MEP SOP, and Coordinates enlistment processing with MEPS.
- 3) Establishes and maintains contacts in designated recruiting area in order to generate interest, leads, and enlistment into the SCARNG. Conducts telephone prospecting, area canvassing and other lead generation activities.
- 4) Establishes and maintains effective centers of influence (COIs) and very important person (VIPs) in schools, civic, and government organizations.
- 5) Develops, implements, and maintains effective school recruiting programs.
- 6) Present formal and informal presentations to various school and civic groups concerning the SC mission/role, history, programs, features, benefits, and various enlistment opportunities.
- 7) Establishes and maintains a liaison relationship with local radio, television, and print media personnel to ensure the public is made aware of the benefits of the SCARNG.
- 8) Advises and assists unit commanders in assigned areas in developing and implementing an effective strength maintenance program to include action plans for major training activities, unit events, classes, and seminars.
- 9) During mobilization and as otherwise required assists commanders in the design, development, and implementation of a Family Assistance Center.
- 10) Ability to exercise individual initiative, sound judgment, and integrity.
- 11) Conducts retention interviews as required.

**SECTION IV: Program Entry Qualifications. For initial entry and subsequent assignment in the AGR Program, an applicant must meet and maintain the qualifications prescribed below, additionally meet standards prescribed IAW AR (NGR) 600-5, AR 135-18, AR 40-501, AR 600-9, and AR 600-10.**



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- Must be a member of the SCARNG.
- Applicants must have completed their Initial Entry Training (IET) and have two years of Time in Service (TIS).
- Must be 18 years of age, and less than 55 years of age for initial entry.
- Must be able to complete a 3-year initial tour of Full-time National Guard duty (FTNGD) prior to reaching 18 years AFS or the date of mandatory removal from an active status based on age, or service (without an extension).
- Applicants selected will be on a one year probationary period for assessment as a recruiter. A mandatory 3 year AGR probationary period will run concurrently with the one year timeline.
- Applicants must not be currently or able to be under suspension of personnel actions as per AR 600-8-2 even if no flag has been initiated.
- Applicants that have voluntarily resigned from the AGR program are not eligible to apply for one year from date of resignation.
- Those applicants that resigned AGR program versus adverse actions are not eligible to reenter AGR program.
- Applicants selected must be willing to relocate to recruiting area of responsibility within ninety days of hire.
- Applicants must not be a candidate for public office or holding a civil office.
- Applicants will not be reassigned during their first eighteen months of initial tour.
- Single applicants with dependents must have an approved Family Care Plan upon date of hire.
- Applicants must have an ASVAB GT score of 110 or higher and an ST score of 105 or higher to apply.
- Line score waivers will be considered for individuals with GT score less than 110 if;  
GT of 100 and ST of 100 will be considered if ASVAB was administered prior to 2 Jan 2002  
GT of 100 and ST of 96 will be considered if ASVAB was administered after 2 Jan 2002
- Applicants that are already 79T MOS qualified and hold the grade of SSG (E6) must complete the 79T Conversion Course and complete one year of successful service as a production recruiter prior to being considered for promotion to SFC (E7).
- Applicants will be evaluated on the basis of their education, experience, training, and performance.
- Applicants will be subject to an Army Physical Fitness Test, Height and Weight evaluation, and personal interview before a military board upon notification.

**SECTION V: Instructions for Applying. This office will not accept applications mailed at government expense. Failure to submit all required documents as outlined below will result in your application not being considered for employment. A lack of required documentation requires the applicant to submit written justification explaining why.**



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**Submit the following required documentation in the order listed below (please do not bind together documents).**

- Completed NGB 34-1 (NOV 2013 edition). If not completed in its entirety, you will not be considered. Use the following link to obtain the correct version <http://www.ngbpdcc.ngb.army.mil/forms/Adobe/ngbf34-1.pdf>
  - Most recent MEDPROS Individual Medical Readiness (IMR) Record with PHA completion date, both within the last 12 months at the time of entry (accessible through Army Knowledge Online (AKO)). **Must meet physical standards in accordance with Chapters 2, 4, and 5 in AR 40-501. A "3" in PULHES must have been cleared by MEB board.**
  - Photograph in military uniform (ASU or ACU) taken within the last 12 months. (May be ¾ length clear digital) (DA Photo required for E6 and above)
  - Current copy of DA 705 (APFT) showing last three Record APFTs.
  - All current DA Form 5500-R or DA Form 5501-R if required by applicant for APFT, HT/WT performance.
  - All current Physical profiles (DA Form 3349) for medical and physical limitations. (If applicable).
  - Current Enlisted Record Brief (ERB) validated by unit.
  - Last five NCOERs/Evaluation/Letter of recommendation as appropriate for grade of applicant. A letter of recommendation can be used if no NCOER are available based on rank, but LORs must be signed by initiator. Signed justification from the applicant for missing documentation is required.
  - All DD214s, DD215s, and DD220s to verify all previous active service of applicant.
  - Current Retirement Points Statement (RPAM) NGB 23.
  - Current SF 181 (Ethnicity and Race verification)
  - Current two page RCAS Personnel Qualification Record (PQR).
  - Letter of reduction for applicants that are SSG (E6) and are not 79T MOS qualified will be completed during in processing at date of hire.
  - Only packets from OCONUS applicants may be emailed. All others must be mailed or hand carried to arrive no later than close of business of the date on application.
  - Initial Entry requirements must meet AR 135-18, NGR 6005, and AR 40-501.
  - Applicants must serve a minimum of one year before being considered for promotion.
  - Applicants must possess or meet the requirements needed to obtain a security clearance through input of information into the on-line security clearance program and acquire at least an interim prior to hire date.
- Note: Applicants applying for POST positions must meet all the requirements listed prior to becoming eligible for acceptance into AGR program. After State level Checks come back favorable, applicants can be hired in a temporary ADOS status until NGB Level Checks listed below come back favorable.**
- Must not have a Type I or Type II offense (See HQDA EXORD 193-14, Annex B)
  - Must be able to produce a favorable National Agency Check with Law and Credit (NACLC).
  - Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424)
  - Must not be listed on the National Sex Offender Public Website
  - Must receive favorable results after completing a Police Record Check (DD Form 369)
  - Must compete, and provide a Behavioral Health Interview (DA Form 3822) to local RRBN CDR
  - Must have favorable results from:
    - o Department of Army Inspector General (DAIG)
    - o Criminal Investigation Division (CID)
    - o Office of Military Personnel File Review
    - o Army Substance Abuse Program

**SECTION VI: Applicant must Certify That All Statements and Information Are True by Initialing on the Appropriate Line.**



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\_\_\_\_\_: I have not been AWOL, had a court martial, or any article 15 in the last 3 years.

\_\_\_\_\_: I have not been charged with any incidence of sexual assault/harassment and have also completed Tier 3 SHARP Training.

\_\_\_\_\_: I possess a valid civilian driver's license with no record of carless, reckless, or unsafe driving.

\_\_\_\_\_: I have not had any alcohol related incidents within the last 5 years, such as DUI or drunk and disorderly conduct.

\_\_\_\_\_: I have not been convicted nor am I currently charged with any criminal domestic violence, assault or battery against a family member, or been charged with sexual assault/harassment.

## Equal Opportunity

In accordance with 29 CFR Part 1614, The South Carolina Army National Guard is an equal opportunity employer and prohibits employment discrimination on the basis of race, color, and national origin as such all applications for this position will receive equal consideration.