

State of California, Military Department
State Active Duty (SAD)
Vacancy Announcement
1 Position Available

Position Details

Announcement Number: SAD VA 2023-087
Opening Date: 25 May 2023
Closing Date: 7 June 2023
Position Title: Aviation Domestic Operations (DOMOPS) NCO (SAD E-7)
Duty Location: SAAO, Mather, CA
Selecting Official: Director, Army Aviation and Safety
Projected Employment Date: 1 July 2023

Vacancy Announcement Details

The California Military Department is accepting applications for the State Active-Duty position indicated above. **Current SAD employees will have priority for hire.** An appointment to this position provides full benefit status for the appointee and their beneficiaries. The incumbent will be appointed on annually renewable State Active-Duty orders through year six, at which time the incumbent may be eligible for career status IAW CMD Reg 600-1, dated 21 April 2020. Continuation and subsequent extensions of service will be determined by the individual's performance of duty and continuation of funding. **The service member selected for this position will be paid at their federal or California State Guard pay grade, not to exceed E-7.** This announcement has minimum requirements. Failure to meet these requirements will cause your application to be rejected from consideration. While it is important for you to read the entire announcement closely, please pay particular attention to the instructions at the end of this announcement for documents required to submit a complete application. **Applications missing signatures and required documents will not be considered.** The Service Member selected for this position may be eligible for health, dental, vision and life insurance benefits. Other benefits may also be available to those who qualify such as Service Member Assistance Programs, Group Legal Services, Long-Term Disability Insurance, Long-Term Care Insurance, Retirement Annuity, Supplemental Investment, and the Military Service Buy Back Program. **Reimbursement for moving and relocation expenses will not be paid.**

Eligibility Requirements

- Active members of the California Military Department (Army) in the grades **E-6 through E-8** may apply.
- Applicants must have a military affiliation per Para 3-2 of CMD Reg. 600-1.
- Must have working knowledge of Army Aviation operations. **Must hold a 15-series Army MOS.**
- Must be able to comprehensively use all Microsoft computer programs, specifically SharePoint, Teams, and PowerPoint.
- Is familiar with RAPTR (ARRO) logistic and personnel functions.
- Working knowledge of federal and state travel regulations.
- Prior experience with IPPS-A and DAMPS programs.
- Prior experience working within Joint and inter-agency operations and knowledge of the CMD Task Organization.

- Completion of military and civilian education (high school or equivalent) requirements commensurate with the grade of the applicant are required. **Attach documentation of your highest level of civilian education.**
- Military assignments appropriate to the grade of the applicant are required.
- Required to meet height/weight and physical fitness standards prescribed by their military branch of membership.
- Applicants must meet, and maintain, federally recognized medical fitness standards. **Attach a current copy, within the past twelve months, of your military component's verification of these requirements. (See instructions at the end of this announcement for required component-specific documents).**
- Appropriate military uniform with federally recognized, or CSG recognized, rank will be worn in accordance with military regulation.
- Must be able to pass both State and Federal background checks (Live Scan). Continuation of employment is contingent upon maintaining favorable State and Federal background checks.
- Must possess a valid state driver's license. **Attach a current copy, within the past six months, of your Department of Motor Vehicle's printout.**

Primary Duties and Responsibilities

The DOMOPS NCO reports directly to the Directorate's Operations Officer. Oversees programs to maximize aircrew and logistical readiness in preparation for DOMOPS. Provides operational support for day-to-day Directorate functions during non-emergencies. Assists with managing programs necessary to maintain aircrew and equipment readiness for state and federal response. Facilitates preparation of internal guidance, SOPs, and policies necessary for aviation operations. Oversees logistics for all Army Aviation missions during state emergencies, to include WLFF, flood response, and SAR. Manages the state equipment programs at all Army Aviation Support Facilities (AASFs).

- Advises the Operations Officer and Director on use of ARNG aviation assets with other Military, Federal, State, and local organizations/agencies. Processes Air Mission Requests (AMRs) IAW NG PAM 95-5.
- Collaborates with G3 and J3 regarding emerging mission requirements and assists with preparing FRAGORDs and OPORDs pertaining to aviation operations.
- Prepares briefs and operational products. Consolidate reports to provide a statewide assessment of aircrew and aircraft readiness.
- Coordinates with the Aviation Schools manager for flight orders and course attendance to maximize continued aircrew proficiency and training.
- Serves as Directorate's primary representative to the J4. Coordinates and synchronizes with higher echelons to provide resources necessary for aviation readiness.
- Manages state equipment program at all Army Aviation Support Facilities (AASFs), including water buckets, Technisonic radios, PPE, and SAR equipment. Schedules maintenance and services, and orders repair parts needed for equipment readiness.
- Assists the Operations Officer with logistics management and RAPTR operation during state emergencies.
- Qualified Aviation JOC LNO and WLFF Military Field Liaison. Manage the battle roster of MFLs and AV JOC LNOs during DOMOPS.
- Other duties as assigned.

Instructions for Submitting Applications

To view the State Active Duty Appointment Application, please click [State Active Duty Appointment Application \(.pdf\)](#). To view California State Guard AHA Form, please click [California State Guard AHA Form \(.pdf\)](#).

Interested applicants must submit a completed and signed State Active-Duty Appointment Application and all required supporting documentation (listed below), to the Director of State Personnel Programs. **Applications missing signatures and required documents will not be considered.**

- **All Applicants:** Documentation of your highest level of civilian education listed on your application. (Legible copy of either diploma, degree, or transcripts).
- **All Applicants:** Are recommended to submit a Resume.
- **All Applicants:** Include any documentation for current flagging actions. SM must include a memo signed by commander indicating circumstances and disposition mitigation.
- **All Applicants:** [DMV Printout](#) current within the past six months. California residents may obtain, at cost, a copy of their DMV printout. Unit DMV reports are not accepted.
- **CA Army National Guard (CAARNG) Applicants:** Attach most recent APFT/ACFT (DA Form 705) and MEDPROS IMR.
- **CAARNG Applicants:** Are required to submit a Record Brief (ERB).
- **Deployed Service Members:** Title 10 OCONUS Orders - Currently deployed service members only.

Complete applications and all supporting documents may either be mailed to Joint Force Headquarters, Director of State Personnel Programs, Attn: NGCA-JSD-SP (Box #27), 9800 Goethe Road, Sacramento, CA 95827, **Or** e-mailed as **One PDF file** to SP.SADApplication@cmd.ca.gov. Applications mailed, or e-mailed, must be received by the State Personnel office no later than the **close of business on Wednesday, 7 June 2023**.

Statement of Qualifications

A Statement of Qualifications is REQUIRED and must be submitted with your Employment Application.

Applications received without an appropriate Statement of Qualifications based on the instructions below will be rejected for being incomplete and will not be considered. Resumes, cover letters, and other documents will not be considered as a response to the Statement of Qualifications. Please limit your SOQ to a maximum of two (2) pages, single-spaced, no less than twelve-point Arial font.

Candidate must clearly and concisely identify experience in categories listed below and must be in the following order:

- **Provide a narrative of your military experience and positions held within Army Aviation. Describe how those positions have developed your leadership and management skills as an NCO.**
- **Have you previously been activated on any National Guard state emergency operations, such as wildfires, flood response, or earthquakes? If so, describe the operation and what your role was in support of that mission.**
- **Describe your knowledge of joint and inter-agency operations and any relevant experience that you have.**
- **Describe a challenging experience you have had with a subordinate or supervisor, and how you resolved it.**