**Vacancy Announcement:** A24-253

**Wing/Duty Location:** 146th Airlift Wing/Channel Islands Air National Guard Station, California

**Open Date:** Nov 5, 2024

**Close Date:** Nov 26, 2024

**Position Title:** Mission Support Group Senior Enlisted Leader

**AFSC:** 9G100

**Required Rank:** CMSgt/E9

**Position Number:** 0071241634

**Area of Consideration:** Statewide

**Clearance Level:**  Secret

**This is a dual announcement with AF24-535. Please use** [**USA JOBS**](https://www.usajobs.gov/GetJob/ViewDetails/817472200) **hyperlink if you would like to apply as a technician.**

**Qualification Requirements**

* This opportunity is only available to current members of the California Air National Guard. All applications will be accepted; however, first consideration will be given to Group A and/or Group B.
* **Controlled Grade.** CMSgt/E9 applicant selected into this position is dependent upon availability of AGR controlled grade within the California Air National Guard.
* Selection of an outside AGR is contingent on approval of an AGR cross-wing LAR, and WG/CC coordination. Local AGR selection requires unit LAR coordination.
* This is a dual announcement with AF24-535. Please use [USA JOBS](https://www.usajobs.gov/GetJob/ViewDetails/817472200) hyperlink if you would like to apply as a technician.

**For award and retention of this position:**

* Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

**Position Description:**

The Group Superintendent provides leadership and management in organizing, equipping, and training assigned personnel in subordinate squadrons to support the Air and Space Expeditionary Force construct. Manages and directs personnel resource activities. Interprets and enforces policies and applicable directives. Establishes control procedures to meet mission goals and standards. Recommends or initiates actions to improve organizational operation efficiency. Resolves issues between subordinate squadrons, other groups, wing staff, and outside agencies. The Group Superintendent is the senior enlisted leader within the group and is a key member of the group’s leadership team. Group Superintendents are the commander’s key enlisted advisor on operational effectiveness and the organization, training and equipping of enlisted Airmen. They ensure the commander’s directions and policies are carried out and the Airmen understand and are dedicated to the mission of the command. They are responsible for the professional development and proper utilization of the group’s enlisted force. They work in concert with other enlisted leaders such as squadron career enlisted managers and First Sergeants to oversee the readiness, training, health, morale, welfare and quality of life of assigned personnel. Provide general supervision of the organization’s enlisted force; Understand AF doctrine and core leadership competencies and communicate these. Understand the operation and mission of the organization and all subordinate elements and ensure the enlisted Airmen understand the command’s mission and their role in executing that mission. Serve as an active participant on advisory councils and boards (base advisory, enlisted advisory council, etc.). Monitor the group’s status of discipline and advise the commander on matters of compliance with AF standards, disciplinary actions (discharges, PRP, courts martial, etc.), promotion withholds and on-going investigations (i.e., IG, SF, AFOSI, and CC-directed) as necessary. Establish and maintain rapport with Commanders, other CMSgt’s and senior enlisted personnel. Maintain professional relationships with subordinate Commanders and work in concert to accomplish the mission. Ensure the enlisted force is trained, equipped and prepared to meet deployment requirements. Evaluate the quality of enlisted leadership, management and supervisory training by visiting, briefing at, and sitting on panels for professional military education facilities, professional enhancement programs (enlisted, civilian and officer, when applicable), professional organizations, career assistance advisors, junior enlisted councils, etc. Additionally, they will review the curricula and effectiveness of the enlisted developmental programs. Assist in the professional growth/mentoring of civilian and officer supervisors of enlisted, the organization’s CGOs, and new Squadron Commanders. Evaluate, oversee, and support enlisted professional military education, retention efforts, professional enhancement programs. Advise the Group Commander on enlisted promotions and performance reports.

**Applicants are assessed into Groups A, B, or C:**

* **Group A** – All applicants who meet the area of consideration and currently possessing the required rank/AFSC and skill level.
* **Group B** – Current CA AGR members who apply and do not possess the required AFSC and skill level, but who are eligible for retraining.
* **Group C** – All other applicants who do not meet the area of consideration but meet the required rank/AFSC and skill-level, or who do not possess the required AFSC and skill level but meet the rank requirements and the basic AFSC entry requirements IAW AFM 36-2105 (Officer) and AFM 36-2108 (Enlisted). Group C applicants are forwarded to the selecting official on request when a selection is not made from the Group A and B Certificate.

**Conditions of Employment**

* Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour.
* IAW ANGI 36-101, para 5.5. AGR Airmen are subject to the provisions of the DAFMAN 36-2905, Department of the Air Force Physical Fitness Program. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
* Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete CNG Form 690-29 Statement of Understanding.
* Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program. All notifications of selection are conditional until verification of security clearance, medical clearance, and HRO approval.

**Required Documents for Applications**

Interested applicants must submit the following mandatory documents. Incomplete/expired paperwork will **NOT** be considered. Other documents (EPRs/OPRs, Resume, etc.) are **optional**. All basic qualifications and requirements MUST be met by the closing date of the announcement.

* NGB Form 34-1 Application for Active Guard/Reserve (AGR) Position. Announcement number and position title must be annotated on this form.
* Copy of Records Review RIP within last 30 days. Print from Virtual MPF (Preferred), or visit your local MPF (RIP must show your ASVAB scores and awarded AFSCs).
* Official Physical Fitness Assessment from AFFMS or myFitness. Most recent printout.

**Instructions for Submitting Applications**

The California National Guard is an Equal Opportunity Employer. All applicants will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin.

**NOTE:** Pay close attention to the email address. For the sake of equity, applications not received due to incorrect address will not be considered.

* Applications must arrive at the HRO Applications Inbox at the following e-mail address: CAHQ.J1HROAGR.ANG@us.af.mil **no later than 2359 Pacific Time on the closeout date of the job announcement.**
* Applications must be complete upon initial submission in **ONE SINGLE PDF** package with the proper naming convention of Rank-Last Name-First Name-AGR-AXX-XXX (i.e. TSgt-Doe-John-AGR-AXX-XXX). Applicants must be typed or printed in legible dark ink with a signed and dated [NGB Form 34-1](https://www.il.ngb.army.mil/Portals/30/Documents/Jobs/ngb%2034-1.pdf?ver=2019-05-01-161914-793). Applications that are erroneously filed because of the incorrect Announcement Number (AXX-XXX) and/or Position Title on the NGB 34-1 will be automatically disqualified for consideration of the job vacancy.
* Please send your application in an unencrypted email. The HRO Applications Mailbox is not able to receive applications with an encryption. Because of this, it is highly recommended for members to redact all Personal Identifiable Information (PII) such as SSN, DOB, home/mailing address, height, weight, Body Mass Index (BMI), marital status, number of dependents, religious preference, etc. (please ensure an email and phone number are not redacted so the hiring authorities may have a way of contacting you). Failure to redact PII will not render disqualification for an AGR position, however, the HRO Staff encourages this to help safeguard the member’s information.
* A confirmation email will be sent from our office upon receiving your application. Please allow up to 5 business days for the HR Staff to contact you once your application has been uploaded.

**Questions:** CA Air AGR Program: phone: 916-854-4259; email: CAHQ.J1HROAGR.ANG@us.af.mil