**Vacancy Announcement:** A25-041

**Wing/Duty Location:**  195 WG/ Chief of Staff (COS)

**Open Date:** 18-Dec-2024

**Close Date:** 17-Jan-2025

**Position Title:** Chief of Staff (COS)

**AFSC:** Any AFSC/ **17D, 14N & 13S Preferred**

**Required Rank:** O5

**Position Number:** 115905834

**Area of Consideration:** Nationwide

**Additional Notes:** **This position is a One-time Occasional Tour (OTOT) for a duration of 36 Months.**

* If the service member selected to fill this position is already a Perm AGR within the State of CA in Career status the member will retain their rights as a Career status AGR member. Any other member selected for the position that does not currently hold Career status within the State of CA will be managed as a Temp AGR which is defined by the ANGI36-101 Paragraph 13.4.
* This position will require a LAR/MCR to be approved and processed by State Air Classification team prior to the service member’s start date in the position.
* This position requires the applicant to obtain and maintain a TS/SCI.

**Qualification Requirements**

This opportunity is only available to current members of the Active, Reserve, and Guard components of the United States Air Force and Space Force. All applications will be accepted; however, first consideration will be given to Group A and/or Group B.

***Scope of Duties:***

Leads and Supervises the A-Staff. Provides Staff Support to the Lead Wing Commander in order to execute global operations. Provides the A-Staff with intent, guidance, and direction to execute the given tasks. Is responsible for the operations, health and welfare of the A-Sta

Officer oversees information management activities for the commander and deputy commander; handles protocol duties as required; implements, directs, and coordinates executive functions, services, and activities; represents the commander in interaction with other agencies of all levels; and is responsible for unit programs and special projects as directed by the commander.

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*..

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 AFOCD (Officer) and AFECD (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

Please feel free to utilize the FAQ page on the CalGuard CMD Jobs Homepage and join the [CA ANG AGR Job Announcements](https://www.facebook.com/groups/calguardjobsANG) Facebook Group by clicking the hyperlink.