

California National Guard

G1

Open to all California Army National Guard

Tour is Full-Time National Guard Duty for Yellow Ribbon Reintegration Program
(ADOS) Title 32

Position Details

Tour Number:	ADOS-YRRP 25-01
Effective Date:	30 January 2025
Closing Date:	Open Until Filled
Position Available:	Yellow Ribbon Reintegration Program Ops NCO
Selecting Supervisor:	Yellow Ribbon OIC
MOS/AFSC:	Open to all MOS
Tour Location:	CHQC, Rancho Cordova, CA
Min/Max Grade:	E4-E6
Tour Length:	Durational / Start Date 1 April 2025 / Continuation of tour dependent on availability of funding.

Eligibility Requirements

Female, Male, or Other. **APPLICANT MUST**, at a minimum, submit documents referenced in the instructions for Submitting Applications to this announcement, complete the attached applicant checklist and meet all applicable criteria below:

- Applicants will be screened in a manner that provides reasonable certainty that the member is of good character, well-motivated and an appropriate representative of the National Guard in duties subject to high profile scrutiny by Law Enforcement Agencies (LEAs), National Guard senior commanders, news media and the general public.
- Applicants must be within Army HT/WT standards or pass Body Composition screening IAW the standards set forth in AR 600-9.

Tour Description

- Selected candidate will be the single point of contact for all CAARNG pre-deployment, mid-deployment, and post-deployment Yellow Ribbon Events. This includes contracting event coordinators, coordination with deploying unit, coordination with USPFO contract office, overseeing DTS authorizations and vouchers for eligible participants, and managing both 2060 and 2065 funds allocated to the state. All events will be communicated with NGB and entered in event plus software.
- These events will be in-person and virtual. The virtual component requires competence with video streaming platforms (i.e. Microsoft Teams, WebEx) and audiovisual equipment. Experience with streaming platforms and audiovisual equipment is preferred. Event planning experience and contracting experience is critical.

- Select candidate will use customer service skills to tailor the event with vendors/information booths noted by the unit(s). This includes reaching out, booking, and informing various selected vendors to their time slot of presentation. Managing and creating an agenda that will be the bases for the event day.
- Selected candidate will be responsible for the oversight and management of the YRRP property book. This includes thousands of dollars' worth of equipment located at CHQC. Experience in managing property book is preferred.
- Selected candidate will be responsible for overseeing all DTS authorizations/vouchers involving family members and volunteers supporting G1 events. Experience and knowledge of DTS and JTR is Preferred.
- Selected candidate will assist the OIC/NCOIC in compiling and creating documents to submit for contracting for future Fiscal Year(s). This includes conducting market research; calling hotels/venues/ and possible locations in various cities across the state to get quotes and estimates on total event cost.
- Manage the invoice and accepting any charges after an event on the Wide Area Workflow.
- Selected candidate will assist with additional duties supporting the CAARNG at the discretion of the G1.

Minimum Qualifications:

- Valid driver's license.
- Satisfactory LEA background check with no adverse actions or derogatory comments.
- Ability to obtain a Government Travel Card (GTC), if in possession of a GTC SM must be in good standing.
- For Army applicants passing ACFT within 12 months of application date.
- Must have no documented instances of conduct adversely reflecting on their character, honesty or integrity.
- Must live within the vicinity or willing to commute to CHQC in Rancho Cordova, CA. Regular work from home is not authorized.

Preferred Qualifications:

- Experience in coordinating event planning.
- Project management experience.
- Contracting experience.
- DTS administration.
- Microsoft office suite proficient.
- Experience using GEARS 6.0 and Event Plus.
- Bilingual Spanish.

Applicants meeting any of the following are INELIGIBLE to apply

- Not a member of the CA Army National Guard.

- Does not meet medical retention standards.
- Does not meet body composition/weight control standards prescribed by AR 600-9.
- Involuntarily removed from AD or FTNGD for cause, non-selection for promotion, or resignation in lieu of adverse personnel action.
- Non-selection for retention.
- Under current suspension of favorable personnel action (flagged) per AR 600-8-2.
- Any Felony Level Offenses and Specified Misdemeanor Offenses annotated in JFHQ Policy Memorandum 2008-04.

How to Apply

Qualified applicants who meet the minimum standards who wish to apply should send an email with their military resume to ng.ca.caarng.mbx.yrrp@army.mil to request an interview.

Equal Opportunity

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. Selection for this position will be made without regard to of race, color, religion, gender, national origin, sex, political affiliation, sexual orientation, marital status, disability, age, or any other non-merit factor.