

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

### Position Details

Announcement Number: SAD VA 2021-093  
Opening Date: 23 November 2021  
Closing Date: 7 December 2021  
Position Title: Environmental Compliance Officer (SAD O-3)  
Duty Location: Camp Roberts, San Miguel, CA  
Selecting Official: Commander, Camp Roberts  
Projected Employment Date: 1 January 2022

### Vacancy Announcement Details

The Military Department is accepting applications for the State Active Duty position indicated above. This vacancy announcement expires **7 December 2021** unless sooner rescinded. 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-5.** 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 (Air, Army, CSG) in the grades **O-1 through O-4** may apply. Applicants must have a military affiliation per Para 3-2 of CMD Reg. 600-1. Applicants who are not current members of the California Military Department may apply, however, **applicants must meet military affiliation requirements at the time of appointment.** CSG members who have no prior federal military experience must be a member of the CSG in good standing for a minimum of two years for eligibility for SAD vacancies. **CSG members must submit a copy of their CSG orders with their application.** Non-members of the California Military Department (Air, Army, CSG) must submit a **Letter of Intent** to meet qualifying military affiliation at the time of appointment along with their application.
- 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.

- Must have a bachelor's degree or higher in environmental science, environmental planning, natural sciences, social sciences, science related, or engineering, geology, or other closely related field. **Attach a copy of diploma with application.**
- Must have general knowledge of and experience in environmental management.
- A degree with heavy emphasis in management or administration courses such as organizational leadership, or organizational administration will be considered.
- Prior experience supervising, managing, and working with civilian employees is desired.
- Required to meet height/weight and physical fitness standards prescribed by their military branch of membership.
- Applicant 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.)**
- Must pass Live Scan upon hire date.
- 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 incumbent will engage in close coordination with Installation Commanders, Department of Logistics, Department of Public Works, Environmental staff, and other installation directorates to ensure environmental compliance with state and federal environmental laws and regulations at Camp Roberts and Camp San Luis Obispo installations.

- Supervise a staff of State Civil Service environmental planners, environmental scientists, and SAD personnel at CR and CSLO training sites.
- Will have a broad range of program responsibilities and is expected to develop and prioritize activities to ensure environmental compliance with Army National Guard regulations, state, federal and local laws.
- Will report progress of training site environmental projects during periodic staff meetings and through prescribed reporting channels.
- Serves as the Environmental Section OIC with supervisory control and oversight of State Civil Service (SCS) and SAD employees at both Camp Roberts and Camp San Luis Obispo.
- Meet with CR/CSLO commanders, their staff, and other post directorates to present environmental information, issues, and recommended courses of action.
- Attend Environmental Directorate staff, budget, and management meetings and provide operations updates.
- Meet and confer with environmental regulators to facilitate compliance with local, state, and federal environmental laws and regulations.
- Provide coordination, project management, and quality control over training site environmental program projects and operations.
- Independently identify problems and develop courses of action concerning environmental compliance and personnel issues.

- Prepare and review environmental reports, and other documents to determine the effects of proposed activities on all areas of the environment.
- Attend public meetings related to environmental issues when required.
- Meet and confer with public and public and private interest groups and stakeholders when necessary.
- This position requires a wide variety of additional duties.

## Instructions for Submitting Applications

To request a State Active Duty Appointment Application or CSG AHA forms, please contact State Personnel Programs by email at [SP.SADApplication@cmd.ca.gov](mailto:SP.SADApplication@cmd.ca.gov) for assistance.

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: Are required to submit documentation of COVID-19 vaccination.**
- **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 required to submit the attached Statement of Qualification's (SOQ) and are strongly encouraged to submit a current resume.
- **Readiness:** Include any documentation for current flagging actions. SM must include memo signed by commander indicating circumstances and disposition mitigation.
- **CA Army National Guard (CAARNG) Applicants:** Attach APFT (DA Form 705) and MEDPROS IMR, current within the past twelve months. **(Due to the CA NG inability to conduct APFT qualification during the current COVID -19 Restrictions, the 12-month APFT (DA Form 705) requirement has been extended to 31 March 2022 and must not be dated any earlier than 31 March 2019. Army Directive 2020-006 (Army Combat Fitness Test) allows Soldiers to continue to take and record an APFT to overcome a flag).**
- **All CAARNG Applicants:** Are required to submit a Record Brief (ERB/ORB).
- **CA Air National Guard (CA ANG) Applicants:** Are required to submit Report on Individual Person (RIP), and ARCNet Individual Readiness Detail, current within the past twelve months
- **CA State Guard (CSG) Applicants:** Complete and submit the CA 3024-1 Member AHA Form. Once appointed, each CSG service member will be required to complete and submit, in its entirety, additional SAD Medical Readiness Standards requirements, not to exceed beyond one year after hire date.
- **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.
- **CSG Applicants:** CSG Orders – CSG Applicants only
- **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](mailto: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 Friday, 7 December 2021.**

## 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.**

**Please describe your knowledge, experience, and/or education as it pertains to each of the following:**

- **The role and importance of environmental management of military lands and mission activities.**
- **Supervising and managing civilian and military employees.**
- **Communicating complex or controversial topics to leadership, management, or the public.**
- **Effectively managing, prioritizing, and tracking work requirements, including but not limited to project assignments, deliverables, inspections, and personnel matters.**
- **Creating and fostering a workplace culture that supports both the employee and the organization's mission.**