

ARMY FTNGD-OS VACANCY ANNOUNCEMENT
CONNECTICUT ARMY AND AIR NATIONAL GUARD
HUMAN RESOURCES OFFICE
MIDDLETOWN, CONNECTICUT 06457

ANNOUNCEMENT NUMBER: 26-011

DATE: 29 Jul 26

CLOSING DATE: 30 Aug 26

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
RECRUITING & RETENTION BATTALION COMMAND SERGEANT MAJOR, PARA 001 LINE 03, E9, 79T6

APPOINTMENT FACTORS:	OFFICER()	WARRANT OFFICER()	ENLISTED(X)
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LOCATION OF POSITION:
CONNECTICUT ARNG RECRUITING & RETENTION BATTALION, 375 SMITH STREET MIDDLETOWN, CT

WHO MAY APPLY:

Current members of the Connecticut Army National Guard (CTARNG) serving in either an Active Guard Reserve (AGR) or M-Day status in the grades of Command Sergeant Major (CSM), Sergeant Major (SGM), Master Sergeant (MSG), or First Sergeant (1SG) who meet the eligibility requirements of this announcement may apply. In addition, current Army National Guard AGR Soldiers (nationwide) in the grades of Command Sergeants Major (CSM) and Sergeants Major (SGM), Master Sergeant (MSG), or First Sergeant (1SG) who hold MOS 79T and meet the eligibility requirements of this announcement may apply. Soldiers with 25 or more years of Active Federal Service (AFS), or those with an approved retirement request, are not eligible to apply.

AREA OF CONSIDERATION: This position is **open to current members of the Army National Guard in the grades of: E8 to E9. Individual selected will receive an FTNGD-OS Tour with the Connecticut Army National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.**

INSTRUCTIONS FOR APPLYING: The documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

1. NGB 34-1 (dated 20131111). Errors, omissions of information or unsigned application, and those that are late due to the enterprise email system will be returned without action. Pay attention to instructions in Section IV and V. If "Yes" for #3 or #4, provide police report
2. Individual Medical Readiness Record (IMR). PHA date must be within 12 months of closing date & HIV test must be within 24 months from closing date of this advertisement. (Accessible through <https://medpros.mods.army.mil/portal>)
3. Copy of LAST FIVE (5) NCOERs. If you do not have five NCOERs due to Time in Service (TIS) and Time in Grade (TIG), you must include other documents such as: Letters of Recommendation (LOR), DA I059's, and/or E4 Evaluations, to make a total of FIVE documents. All LOR's must be signed. If you are missing evaluation periods for reasons other than for TIS/TIG, you must submit a memorandum addressed to the president of board explaining the missing periods. NOTE: This memo does not count as one of the 5 required documents.
4. STP(Soldier Talent Profile) from IPPS-A
5. All current Physical profiles (DA Form 3349) for medical and physical limitations (If applicable).
6. All DD214s, DD215s and DD220s to verify all previous active service
7. DD FORM 5016 (IPPSA) Retirement Point Statement
8. DA Form 705 (Record AFT) - reflecting most current passing record AFT. Also include three (3) other previous record AFTs for a total of 4 scores submitted.
9. DA Form 5500-R/5501-R – reflecting most current HT/WT data (must meet standards IAW AR 600-9), taken within six (6) month of this MVA's closing date. If current HT/WT are within standards, complete Name/Rank/HT/WT/Age only. Completed form must be certified by two unit representatives. Also include three (3) other previous DA 5500/5501 (if applicable) for a total of 4 scores submitted. RCASweb or ATMS printout will not be accepted.
10. Current and signed HRR Form 600-1 (Recruiting and Training Cadre Suitability Checklist) dtd SEP 2025
11. HQDA CSM Select Memo (if applicable)
12. Expert Badge order/memo
13. Security Clearance memorandum from State Security Manager Office, or Brigade representative, dated within 60 days of the closing date. Failure to submit current Certificate of Clearance will result in being ineligible for consideration.
14. Letter of Endorsement (LOE) from BDE AO acknowledging AGR Soldier is applying for another AGR position outside their MSC.
15. Memo explaining any gaps or missing required documents (AFT, NCOER, etc.).
16. Applicants Letter of Introduction to the Commander
17. Biographical sketch IAW NGR 600-200, Appendix G.
18. Knowledge, Skills, and Abilities (KSA). Below are listed KSAs for this position. a. Knowledge of the position. b. Knowledge in the techniques of organization, direction, coordination, and control. c. Ability to develop, plan, and coordinate complex work assignments. d. Ability to give specific guidance relative to the position. e. Skills you possess to assist in the improvement of the position or program. f. Skill in oral and written communications. Applicant must address each KSA individually in paragraph format by explaining any civilian and military work experience(s) with dates. These comments must be addressed in the order they appear above and attached (separate sheet) to the Application when applying for the position. Failure to include the attachment for the KSA statement will result in your application NOT being considered for interview.
19. Application packets will be screened by HRO prior to submission to the selection panel. Received AGR MVA packets with missing, incomplete, outdated forms/docs/signatures are considered incomplete and ARE NOT considered for boarding. AGR office will reply with receipt of receiving AGR MVA packet; it is strongly recommended that applicants re-submit their AGR MVA application packets if they have not received an email notification of receipt from the AGR office PRIOR to the board closing date. Applicants who do not meet eligibility requirements under Area of Consideration and Minimum Appointment Requirements will not be submitted to the selection panel and will be notified of their non-consideration within 10 working days of the MVA's closing date.

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must be a member of the Connecticut ARMY National Guard and qualify for and be placed in the following compatible MOS/AOC: 79T6

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must be a member of the Army National Guard (ARNG)
2. Must be 18 years of age, and less than 55 years of age for initial entry.
3. Soldiers must meet initial entry criteria for the Title 32 AGR program as listed in AR 135-18, table 2-1. Soldiers may be disqualified for any criteria as listed in table 2-2 and 2-3.
4. If there is a 3 or 4 in current PULHES, include verification of MAR 2 proceeding results. Requirements of AR 600-60 must be met prior to accession.
5. Must be able to complete 3 years of AFS in Full-time National Guard duty (FTNGD) prior to the retention control point from an active status based on age or service.
6. Applicants must not currently be under suspension of favorable personnel actions as per AR 600-8-2 even if no flag has been initiated.
7. Applicants who have voluntarily resigned from the AGR program are not eligible to apply for one year from date of release from active duty (REFRAD). Applicants who were involuntarily released from the AGR program are not eligible to re-enter the AGR program.
8. Single applicants with dependents or applicants married to another service member with dependent(s) must have an approved Family Care Plan upon date of hire.
9. Applicants must not be a candidate for public office or holding a civil office
10. Must meet the Army body fat standards IAW AR 600-9
11. Upon selection, the selectee will be medically evaluated for clearance to enter the AGR Program by the Office of the State Surgeon (POC: Deputy State Surgeon). Selected individual must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry in the AGR program.
12. Soldiers with a favorable enlistment or appointment physical examination (IAW AR 40-501, Chapter 2) conducted within 12 months prior to initial entry in the AGR program are not required to complete an additional PHA for entry
13. Must be medically certified as drug free and have a Human Immunodeficiency Virus (HIV) test within the last 24 months prior to entry in the AGR program IAW AR 600-110.
14. Pregnancy is not a disqualifying condition for initial appointment in the AGR Program.
15. Request for exceptions to, or waivers of APPOINTMENT REQUIREMENTS as specified herein will NOT be accepted. Waiver for certain basic ELIGIBILITY CRITERIA will be considered and must receive NGB approval
16. Personnel suitability screening. Applicants must meet suitability screening requirements identified in HQDA EXORD 193-14 or superseding guidance prior to selection.
17. There are no medical waivers for initial appointment in the AGR Program if the Soldier does not meet the physical and medical requirements IAW AR 40-501
18. AGR personnel are required to participate in IDT, AT, Special Projects, or other activities requiring their presence.
19. Persons entitled to Permanent Change of Station (PCS) allowances/benefits may be eligible for consideration contingent upon availability of PCS funds from NGB. Authorization for payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the CTARNG and upon availability of funds from the National Guard Bureau (NGB)
20. This is a 2 year, accompanied, Title 32, One-Time Occasional Tour (OTOT). Selection for this position does not constitute accession into a permanent AGR program
21. Falsification of any eligibility requirements will result in immediate release from the AGR program.
22. **Selected member must complete an inter-state transfer to the CTARNG (if applicable)

BRIEF JOB DESCRIPTION:

Serves as the Senior Recruiting and Retention NCO in the organization. This NCO acts as the Commander's representative in supervising those aspects vital to operations determined by the Commander. The RRB CSM serves as a subject matter expert to the 6th RRB CDR on all matters regarding SMs. The CSM is generally the most experienced recruiter in the organization, and as such is important to the unit's success. The Commander and CSM engage in regular dialogue to stay in synch with the unit. The RRB CSM should hold the primary PMOS 79T with an Expert Recruiting and Retention Badge. All CSM's take personal responsibility to ensure that the SM's objectives for their assigned command are achieved as follows:

Will synchronize the efforts of all the support team within the RRB to support the SM program.

1. Mandate use of ARISS within the RRB and monitor compliance.
2. Ensure that Soldier Training Readiness Modules (STRM) are being conducted during RSP unit training.
3. Provide oversight for the RRNCO Suitability screening process.
4. Manage Recruiter Irregularities (RI) within the Strength Maintenance Portal (SMT).
5. Ensure NCOPTD includes SM training and emphasizes the role of FLLs.
6. Emphasize SM during all unit visits and inspections, placing emphasis on attrition management and retention related activities.
7. Advise commanders and unit leaders on any actions or events that affect SM.
8. Ensure the development and execution of the unit sponsorship program to assimilate new or incoming Soldiers.
9. Assist with mentoring and training RRNCOs to be successful.
10. Ensure that interviews and counseling are conducted on time and to standard to uncover and overcome challenges thus retaining Soldiers in the RRB.
11. Assist in development of a performance review process that measures job performance and outlines the courses of action to be followed when any member of the RRB fails to maintain duty proficiency or perform to established standards.
12. Develops and implements RRB awards and recognition programs IAW this regulation.
13. Lead, counsel, and serve as rater IAW appropriate regulations and established rating chains.
14. Work within the State Family Assistance Program representative and coordinate program activities as well as the development and implementation of State Family Assistance Centers in the event of mobilization.
15. Develop, implement and manage a career management program for all RRB Soldiers to ensure proper utilization of talent and resources.
16. Work with Behavioral Health Professionals to ensure all RRB Soldiers are evaluated IAW with suitability requirements.
17. Monitor the VULCAN database and DPRO or applicable automation system reports.
18. Establish direct communication with NGB, Other States, MSC Leaders State Leadership, and other leaders/agencies as needed.
19. Work directly with State Leadership on Attrition Management and Retention.
20. Verifies data for Recruiting Badge upgrades.
21. Monitors Leader Zone Reports Management/Accessions, shipping, market analysis, and demographics.
22. Supports state production and accessions.

23. Initiates training and workshops.
 24. Monitor recruiting events and lead success.
 25. Analyze area population, propensity to serve demographic ratios, and marketing attempts for all RRNCOs.
 26. Advises on Recruiting and Retention standard operating procedures.
 27. Assists in the coordination of Battalion training workshops, yearly range fire, and bi-yearly AFTs.
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SELECTING SUPERVISOR: