



**CONNECTICUT AIR NATIONAL GUARD
HUMAN RESOURCE OFFICE**

375 Smith Street
Middletown, CT 06457



ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 25-021

OPEN DATE: 08 April 2025

EXPIRATION DATE: 02 May 2025

Open To: NATIONWIDE

Number of Positions: Position 1
Title: Operations Enlisted Manager/ 1111-833
Unit/Duty Location: 103d ACS, Orange, CT 06477
Min/Max Grade Authorized: E7 Only
Duty AFSC: 1C500/1C591
Security Clearance: TOP SECRET

* Top Secret Security Clearance must be held prior to application.

* E-7 applicants must be promotion eligible with SNCOA and Joint PME I & II complete.

HRO Remote: Ms. Caitlin Barkman; 860-292-2573; caitlin.barkman@us.af.mil

Job Summary:

Advises the Commander, the Director of Operations, and Chief Enlisted Manager on matters of readiness, health, morale, welfare, and professional development for all enlisted members assigned to the squadron. Serves as the Unit's Ops Senior Enlisted Leader (SEL). Leads, mentors, and oversees development of the Operations section enlisted force, managing 1C5Ds, 1C5Xs, and 1NOXs, 1COXs. Ensures section Enlisted Performance Briefs (EPBs) are accurate and timely and leads the section's recognition programs. Is responsible for overseeing all facets of Unit Command Center (UCC) operations in accordance with AFMAN13-1V3, designed operational capability, and 103d ACS Standard Operating Procedures. Serves as the direct link between the UCC, the mission crews, and is responsible to the Commander (CC) in the management and direction of the air defense and airspace control activities within the assigned areas. Provides the necessary information required to direct Control and Reporting Center (CRC) activities, provides the Commander (CC) current operational information and under the direction of the DO, manages the UCC and the flow of information between the mission crew, UCC, maintenance, support agencies, and HHQ. Qualified as a Instructor / Evaluator Weapons Director (1C5D) or Mission System Operator (1C5X). Link Unit Manager experience highly desired.

The Major Duties Include But Are Not Limited To:

The major duties include, but are not limited to:

1. Ops Senior Enlisted Leader
2. Instructor/Evaluator WD or MSO
3. Link Unit Manager
4. Controlled Area Monitor

MINIMUM QUALIFICATION REQUIREMENTS

1. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Assessment score are ineligible for entry into the AGR program.
2. Air National Guard members must meet the physical qualifications outlined in DAFMAN 48-123 prior to entry on AGR duty.
3. An applicant on a medical profile may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour.
4. For advertisements where the AFSC is not required prior to application, applicants must meet minimum ASVAB requirements for the advertised position.
5. Must meet any Special Requirements as specified in the Position Description.
6. Failure to obtain and maintain a SECRET or TOP SECRET (if applicable) security clearance will result in removal from the AGR program.
7. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
8. IAW ANGI 36-101, paragraph 5.3., to accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade for the AGR position. Overgrade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
10. IAW ANGI 36-101, paragraph 5.10, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
11. IAW ANGI 36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement when in the best interest of the unit, State, or Air National Guard.
12. Entry/retention requirements for AFS are outlined in the AFECD/AFOCD.

Length of Tour: Initial AGR tour orders are probationary. The probationary period will not exceed six years. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

APPLICATION REQUIREMENTS

1. One signed original NGB Form 34-1 dtd 20131111 (Application for Active Guard/Reserve Position). Add primary email address in “Current Home Address Line”.
2. Current Report of Individual Personnel (RIP): with minimum Secret Clearance. If secret clearance is expired (may not be older than 10 years from closing date) you must obtain security memo from the Wing security manager.
3. Passing report of individual Fitness results from the Air Force Fitness Management System (AFFMS) (not more than 12 months old from closing of advertisement).
4. AF Form 422 Notification of AF Member’s Qualification Status (not more than 12 months old).
5. Statement of all active service performed. Any of the following documents may be used: NGB Form 22, 23A or 23b, DD Form 214’s, or DD Form 1506 (Statement of Service).
6. Copy of State Civilian Driver’s License.
7. Certificates of Training applicable to advertised position (Optional).
8. Overgrade Letter of Understanding (If applicable).
9. Professional resume including duty history.

APPLICATION PACKAGE:

Please ensure the package is in one single PDF and in the order of requirements above. Applications are being accepted for Active Guard/Reserve (AGR) tour/duty under Title 32, Section 502f, United States Code. **All MVA questions should be directed to POCs below.**

APPLICATIONS MUST BE SENT VIA EMAIL TO ALL THE INDIVIDUALS BELOW.

PLEASE ADD THE MVA NUMBER TO THE SUBJECT LINE.

Ms. Caitlin Barkman; 860-292-2573; caitlin.barkman@us.af.mil

Mr. Jose Lara; 860-613-7618; jose.p.lara5.civ@army.mil

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