



**CONNECTICUT AIR NATIONAL GUARD
HUMAN RESOURCE OFFICE**

375 Smith Street
Middletown, CT 06457



ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT # 26-029

OPEN DATE: 30 July 2026

EXPIRATION DATE: 13 August 2026

Open To: Members of CTANG Only

Number of Positions: 1
Title: Maintenance Squadron Commander/1050-185
Unit/Duty Location: 103d MXS, East Granby, CT 06026
Min/Max Grade Authorized: O4/MAJ - O5/LTC
Duty AFSC: C021A3*
Security Clearance: SECRET*

*Required at time of application.

*Incumbent not to assume position until 1 October 2026, after current member vacates position.

HRO Remote: 103fss.hro.remote@us.af.mil; 860-292-2573

Job Summary:

Its purpose is to serve as the Senior Aircraft Maintenance Manager as the Aircraft Maintenance Squadron Commander with the assigned responsibility for directing and managing Squadron Personnel, Equipment, and overall readiness of all assigned resources. Incumbent partners with the Group Commander, as well as the other Commanders and organizations in the Wing to plan, schedule, and implement a flying program following overarching Operational Risk Management (ORM) concepts. Incumbent also coordinates efforts with numerous outside agencies to execute responsibilities. The supervised workforce may fluctuate daily to meet mission requirements. The workforce may include: Title 32 Military Technicians, Traditional Guard members, Active Guard/Reserve (AGR), Title 5 NG Employees, state employees, other civilian, military duty personnel.

The Major Duties Include But Are Not Limited To:

- Directs unit's overall efforts to ensure readiness of assigned aircraft, personnel, and equipment to meet wartime, day-to-day mission requirements, and any State Active Duty to support State Emergencies. Plans, organizes, and oversees the activities of the organization to direct flying operations. Establishes, reviews, and/or revises policies, procedures, mission objectives, and organization design for the assigned staff, as necessary to eliminate work problems or barriers to mission accomplishment. Directs all functions to provide mission generation support by executing on-equipment activities to produce properly configured, mission ready weapon systems to meet contingency and training mission requirements for both operations and maintenance personnel. Ensures standardized procedures and organizations among Aircraft Maintenance Units (AMUs). Constantly exercises conflict-resolution skills to de-conflict flying schedule priorities supporting wing mission requirements, Operations and Maintenance Training requirements, and real-world Air Tasking Order (ATO) commitments. This also involves fluctuating deadlines, supporting multiple AMUs at dispersed locations, and work occurring on 2 or more shifts. Incumbent is also expected to make critical decisions involving fleet Urgent and Immediate action Time-Compliance Technical Order aircraft modifications as they affect the flying schedule. Provides critical input to Maintenance Standardization and Evaluation Program (MSEP) evaluation process to ensure quality of daily on-equipment maintenance activities.
- Through subordinate functional supervisors, directs and supervises staff and production functions affecting very complex high performance aircraft with a wide variety of high cost, sophisticated systems, controlling approximately two thirds of base dollars. Directs a group work force of skilled technicians and traditional guard members, including a variety of staff, administrative, and trades and crafts occupations operating 24/7 with at least 2 or more shifts.
- Determines goals and objectives for the squadron. Reviews, accepts, amends or rejects work which has been accomplished by subordinate supervisors and organizations. Develops and executes the squadron Commander's Inspection Program (CCIP) assessing the organizations ability to execute the mission, manage resources, develop personnel and improve the unit. Gives advice, counsel, and instructions to supervisors and subordinate employees on both general policy and administrative matters. Consults with subordinate supervisors and training specialists on training needs. Provides for employee development and training to ensure all assigned personnel and organizational entities are fully capable of performing their wartime tasking. Responsible for the Squadron's Special Certification Roster (SCR) to ensure accuracy and that a sufficient number of personnel are qualified to perform mission critical tasks. Ensures sufficient numbers of trained personnel on SCR to meet OPLAN, DOC Statement, Unit Type Code (UTC), and day-to-day maintenance taskings and flying commitments. Makes decisions on work problems presented by subordinate supervisors. Establishes and develops performance standards for assigned supervisory staff.
- Evaluates subordinate supervisors and reviews evaluations made by subordinate supervisors. Makes and approves selections for subordinate positions. Hears and resolves grievances and serious employee complaints. Reviews serious disciplinary cases and problems involving subordinate employees and determines required action. Ensures efficient position management is practiced and subordinate position descriptions are accurate. Approves/disapproves leave. Supports equal employment opportunity and labor management relations programs. Administers and participates in an effective labor relations program in compliance with regulatory and statutory guidance. Meets with and discusses issues with local and national labor organization representatives as well as representatives of the Federal Labor Relations Authority, Federal Services Impasses Panel, or the Office of Personnel Management when appropriate. As required, serves as a unit management negotiating team member, providing vital input to the formulation of management's negotiation strategy and proposals.
- Prepares for and participates in various types of readiness events to support both Federal and State Contingency Plans. Serves, as required, as a member of a team to cope with natural disasters or civil emergencies.
- Serves as a technical advisor to aircraft mishap investigation boards and may be required to serve as a member of such boards.

The Major Duties Include But Are Not Limited To:

- Collaborates with the Group Commander and other base organizations to plan, develop and implement numerous long term plans to include: the Wing/Group Strategic Plan (mission, goals, values, objectives, etc.), Wing Commander's Inspection Program, the Base Master Plan (facilities), Communications/Computer Plan (infrastructure capabilities/upgrade), the Vehicle Replacement Plan, the Deployment Cycle Plan, Aircraft Modification Plan, Depot Input Plan, force management and recruiting/retention plans, weapon system conversions, and base supplements. Communicates with test and evaluation agencies to develop tools and test equipment to further enhance maintenance capability and capacity which includes coordination with MAJCOMs and depot key points of contact. This includes the collaboration/coordination with applicable contractors and vendors supporting improvement activity.
- Develops and constantly provides feedback on operational plans to NGB POCs and the Joint Staff. Conducts operational planning to provide for an adaptable, agile force able to respond to dynamic contingency and non-contingency worldwide events based on the assigned aircraft and mission sets. Collaborates with the Group Commander and the HRO on major organization changes and changes based on manpower documents. Serves as a key team member in the strategic planning process at the state and national level.
- Plans, organizes, schedules, controls, and directs unit aircraft maintenance resources to meet mission requirements. Directs programs to ensure mission accomplishment and the optimum use of resources. In conjunction with the other Wing organizations, plans and executes the maintenance elements of the flying hour and training program to ensure the Wing can meet contingency and wartime tasking of the aviation element, as well as the Expeditionary Combat Support (ECS). Through subordinate supervisors, manages aircraft maintenance activities. Ensures resources such as facilities, manpower, equipment, communications, technical data, tools, and parts are adequate to meet the unit peacetime and wartime mission. Fights for and provides advocacy for additional funding when necessary to support wing flying and overall squadron mission requirements. At this level, the persons contacted are sufficiently fearful, skeptical, or uncooperative that highly developed communication, negotiation, conflict resolution, leadership, and similar skills must be used to obtain the desired results.
- Plans, schedules, controls and directs the use of all resources to ensure timely, effective and complete support of mission requirements. Ensures all aircraft maintenance work meets the highest standards for compliance and airworthiness and that attention is focused on readiness and the wartime tasking(s) of the unit. Balances peacetime economy, readiness, and responsiveness to wartime tasking, resources, and survivability. Supports the Aircraft Maintenance portion of the Designed Operational Capability (DOC) statement of the unit and/or the Emergency War Orders (EWO). Serves as the primary aircraft maintenance representative on the Commander's Contingency Staff, providing guidance and suggested resolutions to a variety of complex and time-sensitive situations.
- Plans and institutes fiscal controls to ensure compliance with federal law and higher headquarters directives. Provides optimum support to subordinate organizations in asset acquisition, distribution and accountability, fiscal planning and programming, funds distribution and management, economic analysis assistance, budget administration, material management, and related activities. Oversees the repair and availability of aircraft parts and components under the Depot Level Repairable (DLR) program which responsibilities include providing input to the Financial Management Board (FMB) as required; resourcing multiyear and long-term plans; developing policies in response to midyear or POM directed appropriations or funding changes (i.e. modernization efforts, DLR "bow waves", readiness and environmental compliance); and approving allocation and distribution of funds within the wing. Approves allocation and distribution of funds within the squadron. Supports audit programs within the Wing. Through subordinate staff, ensures the standardized formal evaluation, mentoring and awards program is compliant and tracked. Complies with Financial Improvement and Audit Readiness (FIAR) standards.

The Major Duties Include But Are Not Limited To:

- Represents and speaks for the Group Commander with representatives of the National Guard Bureau, the Adjutant General, USP&FO, other military components, state/local governments, business and other public/private groups or organizations and persons having an interest in the programs of the wing/group. Coordinates aircraft maintenance requirements across agency lines (i.e., the MAJCOM staff and depot agencies). Maintains direct contact with the NGB staff and with counterparts at other ANG bases in order to resolve problems affecting maintenance capabilities and to ensure timely exchange of pertinent technical, managerial, and mission information. Participates in the weapons system council to effect resolution of weapon system or ANG wide management or technical problems. As required, meets with other aircraft maintenance officers of the same and/or different mission design series, to advise on policies and procedures affecting the Air National Guard aircraft maintenance workforce, infrastructure support, and regulatory guidance. Participates in conferences, seminars, or study groups as the aircraft maintenance representative for the Wing or NGB. Maintains contact with civilian or military research and development agencies in order to achieve reliability, maintainability, and supportability of changing equipment or subsystems.
- Maintains surveillance and ensures effective operation of the maintenance program. Makes periodic and comprehensive assessment of program through a review of performance indicators, productivity goals and accomplishments, deficiency reports, audit findings, etc. Identifies existing or potential productivity problems and discusses with subordinate supervisors. Ensures that corrective actions or improvement plans are implemented to resolve problems. Validates maintenance program methods, procedures and policies to ensure that the subordinate supervisors have the flexibility needed to meet the program goals and objectives. Evaluates, through a trends analysis program, the activities of the aircraft maintenance programs to ensure resolution and prevent re occurrence of problems, and that self-inspection requirements are in accordance with established policies and prescribed directives. Reviews budget proposals, quarterly progress reports, fiscal plans, inputs to war/mobilization and mobility plans, and host tenant support agreements to ensure that financial and organizational requirements are fully integrated to accurately forecast and control allocation of resources to meet goals, objectives, and mission requirements.
- Develops CONUS and OCONUS deployment plans to meet unit mission goals, inspection schedules, and deployment requirements. Identifies the need for facility/equipment modernization, improvements, and/or replacements. Coordinates planning and resources with other units and higher headquarters to meet readiness and overall maintenance and operations training requirements. Manages the development of unit training goals and long range training plans. Ensures training sustains work force qualifications and capabilities. Coordinates with Wing Training Managers and if necessary, AETC Mobile Technical Training POCs to conduct local courses to achieve acceptable readiness levels.
- Manages the resource protection program, which includes physical security, information security, and industrial and occupational safety and health. Exercises continuing responsibility for safety conditions, procedures, and work practices employed within the maintenance community. Provides work force guidance on safety matters and ensures safe work practices are utilized. Ensures that periodic inspections of work centers are performed and immediate action is taken to correct unsafe conditions. Oversees programs such as the Commander's Inspection Program, self-inspection evaluations and the engine foreign object damage (FOD) program. Serves on the Maintenance Environmental Excellence Program Committee which establishes guidelines and initiatives for the prevention and handling of hazardous materials. Assesses program goals ensuring compliance with Defense Environmental Quality Program Policies, and associated state, and national laws.
- Develops squadron level policy directing use of Air Force Maintenance Automated Information Systems. Makes management decisions impacting purchase and use of computer hardware, software, and associated training programs. Coordinates with AFMC Depot Field Teams, AFMC Engineering, and other government and contract agencies to perform aircraft, on-equipment, maintenance that extends beyond allowable Air Force Technical Data limits

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), or PCARS (AFR).
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.

HRO Remote 860-292-2573; 103fss.hro.remote@us.af.mil

HRO: 860-613-7618; ng.ct.ctang.mbx.agr-tour-branch@army.mil