

**Texas Air National Guard
Air Active Guard Reserve (AGR) Vacancy**

Announcement Number: AGR-16-83

Open Period: 23 September 2016 to 13 October 2016 *(This is a 20 day announcement)*

Open Areas of Consideration: **Nationwide**

This vacancy announcement is open to current members of the Texas Air National Guard and those eligible to transfer to the Texas Air National Guard.

Appointment Factors: **Open to SrA/E-4 NTE MSgt/E-7**

Position Information

Title: Aerospace Medical Service

Grade: MSgt/E-7

DAFSC: 4N071

Position #/s: (0128) 009805141L

Unit/Duty Location: 136 MDG, NAS JRB Fort Worth, TX

Funding Availability: **MCR with AGR Funded (0148) 009686721L**

Concurrently Advertised: N/A

SUMMARY

Specialty Summary: Plans, provides, and evaluates routine patient care and treatment of beneficiaries to include flying and special operational duty personnel. Organizes the medical environment, performs and directs support activities for patient care situations, including contingency operations and disasters. Performs duty as Aeromedical Evacuation Technician (AET); Allergy and/or Immunization Technician (AIT), or Flight and Operational Medical Technician (FOMT). Interprets and carries out higher headquarters policies and procedures. Detailed knowledge of medical terminology, anatomy, and physiology. Knowledge of and skill in applying, and extensive body of rules, regulations, procedures and precedents relating to the physical standards program and ability to resolve complex procedural and substantive problems. Knowledge to plan, coordinate, develops facts, and/or resolve support problems. Must possess ability to analyze problems using qualitative and quantitative analytical techniques and skill in conducting interviews with supervisors and members with the ability to present oral and written recommendations concerning physicals, drug testing and medical material.

Duties and Responsibilities:

- Provides, supervises and manages patient care of beneficiaries to include flying and special operational duty personnel. Performs nursing tasks. Acts as Patient Centered Medical Home member or team leader. Front-line preventionist who identifies potential health risks and provides preventative counseling. Performs paraprofessional portions of preventative health assessments and physical examinations. Monitors and records physiological measurements. Observes, reports, and records observations in patient progress notes and team conferences. Performs portions of medical treatment, diagnostic, and therapeutic procedures. Participates in contingency or disaster field training, exercises, and deployments. Performs Medical Readiness Office functions in line with Medical Readiness Officer direction. Augments search and rescue flying squadrons. Maintains inpatient and outpatient medical records. Screens medical records for deployability and other medical administrative requirements. Prepares and submits administrative reports. Obtains and manages supplies and equipment, submits and executes budgets. Coordinates medical service activities with execution and clinical management teams. Utilizes the nursing process for promoting and maintaining patient health. Provides disease and disability education, care, and evaluation of nursing care. Participates in and leads the planning, implementation, and evaluation of medical care. Performs assessment and analysis of patient health status, identifies health goals, recognizes subtle changes in conditions, interprets these changes, and immediately determines appropriate course of action.
- Supervises personnel, conducts training, and creates duty schedules. Schedules and/or conducts in-service training on procedures, techniques, and equipment. Manages all administrative functions, information systems platform including, Quality Assurance, Risk Management and Self-Inspections.
- Immunization: Manages computer based patient information. Performs tuberculosis testing. Administers vaccines IAW current guidelines. Provides patient education regarding expected reactions and proper post-vaccination care. Provides oversight of immunization processes and programs. Manages the Immunization Backup Technician program.
- Performs flight and operational medicine duties. Assists flight surgeon with aircraft mishap and physiological incident response, investigation, and reporting. Supports flight surgeon to develop flying safety and deployment briefings. Assists healthcare provider teams with interpretation and application of medical standards to determine medical qualifications for occupational duty, worldwide duty, special operation duty, mobility status, flying status, special duty, security clearance, professional military education, retraining, commissioning, and transition to USAFR or ANG. Provides administrative management of duty limiting conditions reports. Assists with oversight of waiver management utilizing the Aircrew Information Management Waiver Tracking System. Maintains grounding management on all aircrew assigned utilizing the Aeromedical Services Information Management Systems. Performs paraprofessional portion of initial flying class/special operational duty physicals. Conducts clinical entries for data into the Physical Examination Processing Program and manages physical until completion.

QUALIFICATION REQUIREMENTS

- **Trainees Accepted.** Mandatory ASVAB score required for retraining into 4N0X1: **G=50**
- The following are mandatory as indicated for entry into AFSCs 4N0X1/X1X:
- Physical examinations procedures, aircrew medical waivers, medical standards, and duty limiting conditions.
- Normal color vision as defined in AFI 48-123, Medical Examinations and Standards.
- No record of emotional instability according to the provisions of AFI 48-123.
- Must have valid state driver's license to use government motor vehicles (GMV) IAW AFI 24-301, Vehicle Operations.

CONDITIONS OF EMPLOYMENT

1. AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding. The HRO will maintain the completed and signed Statement of Understanding.
2. It is not the intent of the AGR program to bring non-career applicants into the sanctuary zone [18 to 20 years Total Active Federal Military Service (TAFMS)]. Anyone whose order [AD or FTNGD orders (other than training)] places them at 18 years or more TAFMS will require a signed and approved sanctuary waiver IAW AFI 36-2131, Administration of Sanctuary in the Air Reserve Components.
3. To accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
4. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

INSTRUCTIONS FOR APPLYING - Incomplete/expired paperwork will **NOT** be considered! -

1. **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, dated 11NOV2013:** *Previous Editions are Obsolete.* **Announcement number and position title *must*** be annotated on the form. (i.e. "AGR-16-XX")
2. **Copy of Records Review RIP within last 30 days.** May be obtained from your Personnel Records at your unit. For Air Force/Air National Guard you can obtain your Records Review RIP from your Military Personnel Flight or go to <http://www.afpc.randolph.af.mil/vs> (*RIP must show your ASVAB scores and awarded AFSCs*). Records Review RIP must be no more than 30 calendar days old.
3. **AF Form 422, Notification of Air Force Member's Qualification Status validated within the last 12 months (required), and AF 469, Duty Limiting Condition Report (if applicable).**
4. **Air Force Fitness Standards. Fit to Fight AF Fitness Management Assessment *must* be no more than 12 months old.** Air Force/Air National Guard can obtain fitness assessment from your AF Portal, AFFMS – AF Fitness Management System. Airmen must meet the minimum requirements for each fitness component in addition to an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC prohibiting them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
5. Enlisted members overgrade (higher ranking) to the appointment factors; a signed memo to willingly take a demotion must be included in the application package.
6. **DD Form 214s (if applicable)**
7. Other documents (EPRs/OPRs, Resume, etc.) are **optional**.

SUBMISSION OF APPLICATION

Applications must arrive at the HRO Applications Inbox at the following e-mail address: ng.tx.txarng.list.hro-agr-air@mail.mil no later than **2359 Central Time** on the closeout date of the job announcement. Applications must be complete upon initial submission in one single PDF package, with the proper naming convention of Last Name- Announcement number (i.e. **Last Name-AGR-16-XX**). Applications submitted in pieces and/or without the announcement number and position title on the NGB 34-1 will not be accepted and will be automatically disqualified.

Encrypt emails for your protection. For unencrypted emails, redact Personal Identifiable Information (PII); such as SSN, DOB, home/ mailing address, height, weight, Body Mass Index, marital status, number of dependents, religious preference. Copies of official transcripts will be accepted (if required per the announcement). If selected for the job announcement, official transcripts will be required at a later date.

Incomplete packages, packages not meeting mandatory criteria, or packages received after the close out date, as indicated on the job announcement, will **NOT** be considered.

Applications will be reviewed after the close out date. Disqualification notifications will be emailed to applicable applicants NLT 10 days after the announcement close out date. If you need to update a previously submitted package, and it is before the closeout date, you must send a new complete package with the updated information. Sending only the updates will disqualify your package, as incomplete packages are not accepted. It will need to be named, in the subject line, as Update Last Name-Announcement number in the following format (i.e. "Update Last Name-AGR-16-XX")

REMARKS

All notifications of selection are conditional until verification of security clearance, medical clearance, and HRO approval.
The Texas National Guard is an Equal Opportunity Employer.