

Texas Air National Guard

Air Active Guard Reserve (AGR) Vacancy

Announcement Number: **AGR-25-118**

Open Period: **31 March 2025 – 30 April 2025 (30 Day Announcement)**

Areas of Consideration: **Nationwide (Open to current members of the Texas Air National Guard and those eligible to transfer to the Texas Air National Guard)**

Title: **Aviation Resource Management Craftsman**

Rank/Grade: **SSgt/E-5 NTE TSgt/E-6**

AFSC: **1C072**

Position Number: **0114067534 (0148)**

Location: **136 AW, 136 OSS, NAS Fort Worth JRB, Fort Worth, TX**

Funding Availability: **MCR Required**

PCS: **Authorized**

REMARKS:

- **Trainees NOT Accepted**
- IAW ANGI 36-101, Uniformed Services Employment and Reemployment Rights Act (USERRA) Restoration Rights. Employees who separate from full-time civilian employment (to include military technicians) to enter the AGR program have restoration rights according to the provisions identified in the 38 USC § 4301. Further, Military technicians who separate from technician employment to enter the AGR program or accept an ANG Title 10 Statutory Tour have restoration rights in accordance with CNGBI 1400.25, Vol. 213, National Guard Technician and Civilian Personnel Excepted Service Employment. Individuals will not be restored to military technician status solely to gain entitlement to a new period of restoration rights or to establish a new high 3 years of income for federal civil service retirement computation. Exceptions to this policy will not be considered. NGB/A1M will not allocate additional resources to accommodate restoration to technician status.

POSITION QUALIFICATIONS

Specialty Summary: Performs and manages a variety of activities in direct support of aviation, parachutist, and missile combat crew operations. The aviation resource management career field is the office of primary responsibility for the following functional areas: flight and parachutist duty incentive pay; flight and jump status authorization; and aircrew, parachutist, missile combat crew duty readiness validation.

Duties and Responsibilities:

- Initiates actions to execute aviation/parachutist/missile combat crew management policy and procedures. Prepares and processes aeronautical orders and military pay orders. Schedules aircrew flying and ground training and maintains mission information and planning data. Assists in establishing flying schedules and aircraft and aircrew assignments. Prepares reports, and coordinates aircraft schedules and aircrew training activities with maintenance, communication, armament, intelligence, personnel, and medical units. Prepares flight authorizations and monitors individual flight/jump requirements and allocated flying hours.
- Plans, schedules, and supervises aviation resource management functional areas. Analyzes and summarizes reports and aviation/parachutist/missile/operation training and resource data. Reviews personnel action requests on aircrew members and parachutists to determine the effect on their status; monitors individual entitlement to incentive pay.
- Acts as technical adviser on matters pertaining to the Aviation Resource Management System. Plans, organizes, schedules, directs, and evaluates workloads and duty assignments of 1C0X2 personnel. Evaluates work methods and procedures to achieve the most economical use of resources and functions. Manages and evaluates functions and conducts liaison duties with mission support agencies to reduce common problems, improve procedures, and increase efficiency.

Special Qualifications:

- Knowledge. Knowledge is mandatory of: flight and jump pay entitlement policy and regulations, aircraft flying hour management, authorization requirements to perform in-flight and parachutist duties. Perform management actions in the Aviation Resource Management System. Build ad hoc reports to track aircrew, parachutist, and missile combat crew member training requirements. Validate compliance to aircrew, parachutist, and missile combat crew qualification requirements.
- Education. For entry into this specialty, completion of high school with courses in oral communications and computer operations is desirable.
- Training. Completion of the basic aviation resource management course is mandatory for the award of AFSC 1C0X2.
- Experience. The following experience is mandatory for award of the AFSC indicated:
 - 1C052. Qualification in and possession of AFSC 1C032. Also, experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.
 - 1C072. Qualification in and possession of AFSC 1C052. Also, experience in performing or supervising functions experience in aircrew, scheduling aircrew training, and host base/squadron aviation resource management functional areas.
 - 1C092. Qualification in and possession of AFSC 1C072. Also, experience in preparing and interpreting aviation and parachutist resource management policies and directives. The member must have the SEI 066.
- Other. The following are mandatory as indicated:
 - For award and retention of these AFSCs:
 - Specialty requires routine access to Tier 3 (T3) information, systems, or similar classified environments.
 - Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.
 - For award and retention of AFSCs 1C0X2 and 1C000:
 - Completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program.
NOTE: Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405.
- For entry, award, and retention of these AFSCs:
- Ability to speak distinctly is mandatory.

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)]. AGR accessions onboarding with their initial tour length reaching 20 years TAFMS are authorize tour length of 30 days after their 20 years TAFMS. If applicable, the unit commander will need to submit an TMD AGR Resource Management Exemption to Policy for AGR accession in which will result in initial tour length less than 4 years due to reaching 20 years TAFMS. The AGR accession will enter the AGR Continuation Board process upon reaching 19 years TAFMS for TAG determination of AGR continuation beyond 20 years TAFMS.
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 an accession in the AGR program, the individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.

INTERVIEW

Applicants must be available for an interview. Applications will be reviewed and qualified applicants will be notified to meet the selection board. Applicants will be notified by phone or mail of interview time and place. Payment for travel IS NOT AUTHORIZED. All applicants will receive consideration for this position without regard to race, religion, color, national origin, sex, political affiliation, kinship, and other non-merit factors.

APPLICATION DOCUMENTS

REQUIRED:

1. **NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position**, dated 11NOV2013. Announcement Number & Position Title must be annotated on the form. (i.e. "AGR-25-XX") **Form must be either digitally signed or hand signed.**
2. **vMPF Report of Individual Person (RIP)**, dated within 60 days of closing date of announcement.
3. **myFSS > myFitness > "The Fitness Tracker Report"**, Applicants that provide their unofficial fitness assessment scoresheet or whose fitness test is not current through the closing date of the announcement will be automatically disqualified. Selectee must meet the minimum requirements for each fitness component in addition to an overall composite score 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.
4. **If applicable** (Enlisted applicants who are higher ranking to the advertised position): A signed memo to willingly take a demotion.

OPTIONAL:

5. Personal letter of intent IAW AFH 33-337, outlining career goals and objectives
6. DD214s, last three EPBs/OPBs, Resume, letters of recommendations
7. Current AF For 422, Preventative Health Assessment (PHA)
8. Military Biography

HOW TO APPLY

E-mail applications to: ng.tx.txarng.mbx.hro-agr-air@army.mil / Subject Line: Last Name-Announcement Number (i.e., **Last Name-AGR-XX-XX**). Applications must arrive no later than 2359 CST on the closing date of the announcement.

Application package must be complete upon submission as **one single PDF**, with standard naming convention of Last Name-Announcement Number (i.e., **Last Name-AGR-XX-XX**) for the attachment. Applications submitted in portfolio will **NOT** be accepted. Applications submitted in pieces will **NOT** be accepted and automatically disqualified. Incomplete packages, packages not meeting mandatory requirements, or packages received after the closing date, as indicated on the job announcement, will **NOT** be considered.

If you need to update a previously submitted package before the closing 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-XX-XX**). Applications will be reviewed after the closing date.

Applications that are unable to be opened will be considered on a case-by-case basis and must be resolved within 24 hours after the closing date. Disqualification notifications will be emailed to applicable applicants NLT 10 days after the announcement close date. Questions about announcements can be e-mailed to: ng.tx.txarng.mbx.hro-agr-air@army.mil
Subject Line: Question-Announcement number (i.e., **Question-AGR-XX-XX**)

TEXAS AIR NATIONAL GUARD

All selection notifications are conditional until verification of security clearance, medical clearance, and HRO approval.

The Texas National Guard is an Equal Opportunity Employer.