


**TEXAS ARMY NATIONAL GUARD
TITLE 32 ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT**

Preferred Method (PM) – Off the Street AGR Vacancy Announcement

	Texas Military Department Post Office Box 5218 Austin, TX 78763-5218	Announcement #	PM 22-038
		Opening Date	1 April 2022
		Closing Date	30 April 2022

Position Title: Battalion 2IC	Location of Positions: HQ, 2-142 IN BN, Lubbock, TX HQ, 3-144 IN BN, Wylie, TX HQ, 1-141 IN BN, San Antonio, TX HQ, 1-124 CAV, Waco, TX HQ, 1-112 CAV, Bryan, TX
Position Branch / AOC: Infantry (11A) / Armor (19A)	
Grade/Rank: O3/CPT	Open to: TXARNG OFFICERS ONLY - Infantry/Armor/Special Forces Branch Qualified Preferred - Must be Maneuver CCC Complete if branch is not IN/AR/SF - Must not have more than 10 years Active Federal Service (AFS) (BASD must not be prior to 1 May 2012)
Minimum Grade to apply: O2 Maximum Grade to apply: O3	

REQUIRED DOCUMENTS TO BE SUBMITTED
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. **Cover Page** - AGR vacancy announcement with Personal Contact Information listed below.
2. **Memorandum to the President of the Board** – Brief statement to the board covering the officer’s career goals, experience, and any discrepancies within the application.
Memorandum must not exceed one page and must be typed IAW AR 25-50.
3. **NGB Form 34-1** Application for Active Guard/Reserve (AGR). Application must be signed.
Attach a separate sheet fully explaining any "Yes" answers to any questions in section IV.
4. **SELECTION BOARD copy of ORB - Certified** by Army J1 OPM, RNCO or Unit S-1. NO DA PHOTO.
5. **DD Form 214s** - Copy Member 4 or Service 2 (indicating SPD Code) or NGB Form 22.
6. **Copy of last five OERs** - A letter of recommendation or performance evaluation will be submitted on officers not yet due an evaluation.
7. **Individual Medical Readiness (IMR) from MEDPROS** -
-PHA - must be within **1 YEAR** of announcement **OPENING DATE**.
-HIV Testing - must be within **2 YEARS** of announcement **OPENING DATE**.
-Dental Class - **1 or 2** - A deployable asset.
-If applicable, include **PERMANENT PROFILE**. Soldiers must **NOT** be on a **TEMPORARY PROFILE**.
8. **DA Form 705 (APFT)** - most recent For Record APFT.
-Ensure DA 705 states "**FOR RECORD GO**" and is filled out properly with HT and WT.
-If applicable must include DA Form 5500-R or DA Form 5501-R (Body Fat Content Worksheet).
9. **Certified Height and Weight Memorandum** - From Unit Commander or authorized representative.
-Height and weight must be **CONDUCTED** within **30 DAYS** of announcement **OPENING DATE**.
10. **Statement of Security Verification** - from Unit Security Manager (**JPAS print out will not be accepted**).
11. ***DD Form 369 (Police Record Check)** - applicant must complete Sections I, II, leave #10 & section III blank (must be signed and dated by officer; AGR Services will complete the record check).
12. ***TXARNG Title 32 AGR - VA Disability Questionnaire** - Applicant must complete, sign and date.
13. **NGB Form 23B – RPAM – Army National Guard Retirement Points History Statement**
14. **DA Form 1059; Maneuver CCC – (If Applicable)** Other Branches must be Maneuver CCC complete

Applicant Contact Information

RANK:	NAME:	HOR CITY:
PHONE:	EMAIL:	

View page four of this announcement for optional documentation that may be submitted.
(*Template can be found at TMD AGR Management Website:
<https://portal.tx.ng.mil/hqs/hqs013/AGR/SitePages/Home.aspx>)

POINT OF CONTACT FOR APPLICATION PROCESS:

SFC Theodore Steadman at (512) 782-6821 or theodore.p.steadman.mil@army.mil

POINT OF CONTACT FOR BOARD & POSITION:

CW2 Michael A. Courade at (512) 782-6278 or michael.a.courade.mil@army.mil

CONSIDERATION FACTORS:

- All applications will receive consideration for this position without regard to race, religion, color, national origin, sex, age, political affiliation or other non-merit factors.
- All applicants must be able to attend appearance board.
- All applicants require a background check prior to selection notification

AGR POSITION DESCRIPTION

Battalion 2IC

Entry level AGR position as the Battalion 2IC. Assists the Battalion XO/S3 (OIC) with all plans, orders, and back-briefs to ensure their understanding providing a common operational picture (COP) of all unit activities, tactical and administrative. Responsible for the preparation of all unit status and readiness reports (USR). Assists with training, logistics/supply, and personnel management within the battalion by supervising and working with primary staff NCOs and subordinate troop supervisors. Coordinate and De-conflict timelines and synchronize events to execute focused operations for all elements of the battalion. Assist the OIC in advising the Battalion Commander on capabilities, posture, and employment of all resources; develop, refine, and battle-track execution of tactical and administrative plans; assist in teaching/mentoring staff development tasks to the battalion and company staffs to include Troop Leading Procedures, Military Decision Making Process, the capabilities of available assets and how to lead and mentor subordinates.

Serves as the Battalion Training Officer. Formulates, oversees and evaluates the overall training programs of the command. Prepare plans and reports pertaining to readiness and mobilization. Directs scheduling and coordination for the user of training sites and facilitates. Develops and implements Soldier training, operations, plans and force development / modernization. Prepare and supervise training programs within the command. Identifies training requirements, based on commander's METL assessment and prepare training guidance for the commander's approval. Prepare, coordinate, authenticate and publish OPLANS, OPORDs, FRAGOs and WARNOs to which all other staff sections contribute. Recommend priorities for allocation of critical command resources to Commander. Maintain routine reporting and the coordination of liaison personnel. Assume duties as directed by the Commander.

Perform all other duties as assigned.

AGR QUALIFICATIONS

1. **TXARNG Officer** membership not to exceed application pay grade. Applicants may not exceed pay grade of O3.
2. Must be qualified for initial entry into or continued service in the AGR Program IAW AR 135-18, NGR 600-5, AR 40-501, and be capable of performing the duties assigned and implied by grade, MOS and position as prescribed above.
3. Must be able to meet all military education and FTUS requirements in accordance with NGR 600-5, NGR 600-100, NGR 600-101, and current policies/directives.
4. Must attend and successfully complete the appropriate TXARNG and NGB mandated Full Time Unit Support (FTUS) Training Requirements within 12 months of assignment. Failure to do so may result in separation.
5. Must not have any unfavorable actions of any kind. Must not be flagged, and must not have any temporary or permanent profile that would prevent successful completion of a retention/period physical.
6. Must be a deployable asset.
7. Must attend all Inactive Duty for Training (IDT) and Annual Training (AT) periods and perform duties in the assigned duty MOS.
8. * IAW NGR 600-5, all Soldiers must be able to complete a 3 year initial tour of AD or FTNGD prior to completing 18 years of active service.
9. Must be at least 18 years of age and not reached 55th birthday.
10. Must have completed Initial Entry Training (IET).
11. If PULHES numerical indicator of P3 or P4, then the requirements of AR 600-60 must be met prior to accessioning into the AGR program.

*Applicant must not have over 10 years of active service to be considered for this announcement.

CONDITIONS OF EMPLOYMENT

1. **Current on-board Technician applicants** - Full time technicians selected for an AGR position are responsible for submitting the Uniformed Services Employment and Reemployment Rights Act paperwork thru their fulltime chain of command to the Human Resource Office. In addition, technicians are responsible for ensuring their time and attendance is accurately documented to reflect the appropriate leave status. Failure to submit documentation may result in a debt to the technician.
2. **Current on-board AGR Officer applicants** are ineligible to apply if within a stabilization period IAW TXARNG 600-5.
3. **Must possess and be able to maintain a SECRET Security Clearance for continuation in the AGR Program. Failure to maintain SECRET Security Clearance will result in separation from Title 32 AGR Program.**
4. Must demonstrate the ability to effectively communicate verbally and in writing.
5. Human Immune Deficiency Virus (HIV) testing for all Soldiers will be accomplished within 24 months prior to initial entry.
6. Must possess a valid state driver's license and be able to become qualified to operate vehicles organic to the unit.
7. Favorable drug screening test within 15 days of initial entry into the AGR Program is mandatory.
8. IAW TXARNG 600-5, Initial Hire AGR Soldiers will be stabilized for 30 Months from date of assignment (automatically waived to 24 months if Soldier is fully qualified upon assignment).
9. Soldiers who have filed for or are receiving Veterans Affairs (VA) disability benefits must pass an Active Duty Physical conducted at Military Entrance Processing Station (MEPS) IAW AR 40-501 within 30 days of notification of Selection for AGR Positions.

PLEASE NOTE: ACCEPTANCE OF AN AGR POSITION MAY RESULT IN TERMINATION AND/OR REPAYMENT OF MILITARY INCENTIVES. PLEASE CHECK YOUR CONTRACT AND CONTACT YOUR SERVICING EDUCATION/INCENTIVES OFFICE OR THE RECRUITING/RETENTION OFFICE.

OPTIONAL DOCUMENTS THAT MAY BE SUBMITTED

1. Copy of any Certificate of Training that is not listed on ORB/ERB.
2. Copy of special skill certification or license that is pertinent to the position.
3. Recommendation letters from current or previous employers, commanders, organizations etc.
4. Federal Employee Performance Appraisals or civilian performance evaluation and/or incentive award certificate.
5. Counter Drug, Drug Interdiction, or Law Enforcement performance appraisal.
6. Formal explanation for any discrepancy listed in your official military records. Must be in memorandum format IAW AR 25-50, For the President of the Selection Board. Cannot be for a referred evaluation.

WHERE TO SUBMIT THE APPLICATION

(All applications must be received prior to 1600hrs (CST) on the closing date of announcement)

Applicants must contact AGR Staffing if they are not contacted within five business days after the announcement closing date to verify their packet has been received.

***3 Methods for submitting an application:**

Preferred: EMAIL to: ng.tx.txarng.mbx.agr-staffing@army.mil

E-mail Subject Line should only contain Announcement # - Rank, Last Name, First Name (Example: PM 22-XXX – 1LT Example, Jody).

Please allow up to 48 business hours following closure of announcement to receive EMAIL confirmation. Soldier(s) may contact AGR Staffing Section at any time to verify their application has been received and/or to correct any deficiencies **prior** to announcement closing date.

(All documents scanned as one PDF/TIF document preferred; please do not attach documents via the paperclip within Adobe pdf).

Hand Delivered: Applications may be **hand delivered** by applicant or on behalf of applicant to the AGR Staffing office located on Camp Mabry BLDG 8, J1-HRO, by 1600 hours. An email confirmation will be sent once application is received. **(No binders, staples, or tabs).**

Mailed: Address to the Adjutant General of Texas, ATTN: NGTX-AGR (BLDG 8/J1-HRO), PO Box 5218, Austin, TX 78763-5218. Express Mail: 2200 W 35th ST, Austin, TX 78703-1222. Application must be received and stamped in by 1600 HOURS on closing date. ***Note:** Mailing your application through Overnight delivery a day prior to the closing date is not a guarantee it will be received before applications are sent to the unit for board proceedings* An email confirmation will be sent once application is received. **(No binders, staples, or tabs).** Applicants will not submit an AGR application using Military Postage IAW NGR 600-5 and AR 135-18.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

POLICE RECORD CHECK				1. DATE OF REQUEST (YYYYMMDD)		OMB No. 0704-0007 OMB approval expires Dec 31, 2017	
<p>The public reporting burden for this collection of information is estimated to average 27 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Directives Division, 4800 Mark Center Drive, Alexandria, VA 22350-3100 (0704-0007). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</p> <p>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO ADDRESS SHOWN AT BOTTOM OF FORM.</p>							
SECTION I - (To be completed by Recruiting Service)							
2. NAME OF APPLICANT (Last, First, Middle Name(s), Alias)			3. SEX		4. PLACE OF BIRTH		
			<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		a. CITY		b. COUNTY
							c. STATE
5. DATE OF BIRTH (YYYYMMDD)		6.a. ETHNIC CATEGORY		b. RACIAL CATEGORY (X one or more)		7. SOCIAL SECURITY NUMBER	
		<input type="checkbox"/> (1) HISPANIC OR LATINO <input type="checkbox"/> (2) NOT HISPANIC OR LATINO		<input type="checkbox"/> (1) AMERICAN INDIAN/ALASKA NATIVE <input type="checkbox"/> (2) ASIAN <input type="checkbox"/> (3) BLACK OR AFRICAN AMERICAN		<input type="checkbox"/> (4) NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER <input type="checkbox"/> (5) WHITE	
8. ADDRESS IN ADDRESSEE'S JURISDICTION (See "MAIL TO" block)						9. DATES RESIDED AT THIS ADDRESS	
a. NUMBER AND STREET (Include apartment no.)		b. CITY		c. STATE	d. ZIP CODE	a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)
10. PERSON MAKING THIS REQUEST							
a. NAME (Last, First, Middle Name(s))			b. RANK	c. SIGNATURE		d. TITLE	
SECTION II - (To be completed by Applicant)							
PRIVACY ACT STATEMENT							
<p>AUTHORITY: 10 U.S.C. Sections 136, 504, 505, 12102; 14 U.S.C. Sections 351 and 632; DoDI 1304.2; DoDI 1304.26; AR 601-270; OPNAVINST 1100.4C Ch-1; AFI 36-2003_IP; MCO 1100.75E; COMDTINST M 1100.2E; AR 601-210; and E.O. 9397, as amended (SSN).</p> <p>PRINCIPAL PURPOSE(S): The information collected on this form is used to screen and identify applicants to the Armed Forces who may have discreditable involvement with the police or other law enforcement agencies. Completed forms are used to conduct background records checks used to determine eligibility of applicants for accession into the Armed Forces. Completed forms are covered by recruiting and official military personnel SORNs maintained by each of the Services.</p> <p>ROUTINE USE(S): DoD "Blanket Routine Use" 2, Disclosure When Requesting Information Routine Use, specifically applies: A record from a system of records maintained by a DoD Component may be disclosed as a routine use to a Federal, State, or local agency maintaining civil, criminal, or other relevant enforcement information or other pertinent information, such as current licenses, if necessary to obtain information relevant to a DoD Component decision concerning the hiring or retention of an employee, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant, or other benefit. The DoD Blanket Routine Uses at https://dpco.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx apply.</p> <p>DISCLOSURE: Voluntary. However, failure of the applicant to complete Section II may result in refusal of enlistment in the Armed Forces of the United States. An applicant's SSN is used to conduct the police records check and keep all records together during the enlistment process.</p>							
<p>The data are for OFFICIAL USE ONLY and will be maintained and used in strict confidence in accordance with Federal law and regulations. Making a knowing and willful false statement on this DD Form 369 may be punishable by fine or imprisonment or both. All information provided by you, which possibly may reflect adversely on your past conduct and performance, may have an adverse impact on you in your military career in situations such as consideration for special assignment, security clearances, court martial and administrative proceedings, etc.</p>							
11. I HEREBY CONSENT TO RELEASE FROM YOUR FILES THE INFORMATION REQUESTED BELOW.				SIGNATURE			
SECTION III - (To be completed by Police or Juvenile Agency)							
<p>The person described above, who claims to have resided at the address shown above, has applied for enlistment in the Armed Forces of the United States. Please furnish from your files the information relative to Section III below. A return envelope is provided for your convenience.</p>							
12. DOES THE APPLICANT HAVE A POLICE OR JUVENILE RECORD, TO INCLUDE MINOR TRAFFIC VIOLATIONS? <input type="checkbox"/> YES <input type="checkbox"/> NO (If YES, what was the offense or charge, date, disposition and sentence?)							
13. IS APPLICANT NOW UNDERGOING COURT ACTION OF ANY KIND? (If YES, give details.) <input type="checkbox"/> YES <input type="checkbox"/> NO							
<p>THIS IS TO CERTIFY THAT THE ABOVE DATA, AS CORRECTED, ARE TRUE AND CORRECT ACCORDING TO THE RECORD ON FILE IN THIS OFFICE. THIS INFORMATION IS CONFIDENTIAL AND CANNOT BE USED IN ANY OTHER MANNER EXCEPT FOR OFFICIAL PURPOSES.</p>							
14. DATE (YYYYMMDD)		15. TITLE		16. VERIFIED BY (Signature)			
LAW ENFORCEMENT AGENCY MAIL TO:				RECRUITING AGENCY MAIL FROM:			
<input type="checkbox"/> <input type="checkbox"/>				<input type="checkbox"/> <input type="checkbox"/>			

TEXAS ARMY NATIONAL GUARD TITLE 32 AGR

VA Disability Benefits Questionnaire

1. Are you receiving VA disability benefits? YES NO (CIRCLE ONE)
2. Are you entitled to receive VA disability benefits, but for the receipt of the retired pay? YES NO (CIRCLE ONE)
3. Have you received VA disability benefits in the past? YES NO (CIRCLE ONE)
4. If you are not receiving VA disability, have you filed for the VA disability benefits? YES NO (CIRCLE ONE)
5. If you are drawing VA disability benefits at what percentage? _____ %

If you answered yes to any question above, I understand that I must take an Active Duty physical at Military Entrance Processing Station (MEPS) IAW AR 40-501 within 30 days of notification of selection for an AGR position. I understand that I must take all medical documents and VA Disability documents with me to MEPS on the day of the physical.

Full name (Last, First Middle) Signature Date

As of 19 February 2014