# 25Texas Joint Counterdrug Task Force

# Vacancy Announcement

# Title 32 ADOS Full Time National Guard Duty (FTNGD-CD)

**Announcement #**: CD 25-034 **Opening Date:** 04 April 2025

**Open To:** Army or Air National Guard (Nationwide) (AMENDED) **Closing Date:**  02 May 2025

**Position Title**: Judge Advocate General (JAG) Officer

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Description automatically generated**Location**: Austin, Texas (PCS is authorized)

# Position Grade/Rank:

E-Grade: Not eligible

O-Grade: O-4

W/O- Grade: Not eligible

# Special Consideration Factors:

1. Durational position on the task force
2. Initial year will be in a probationary status
3. Cannot promote to Lieutenant Colonel/O-5 during the tour
4. This is a funded position on the Table of Distribution and Allowances (TDA)
5. External applicants must not have more than 15 years Total Active Federal Service (TAFS)
6. Applicants must be able to complete an initial two-year tour prior to entering 18 years Active Duty Sanctuary
7. A physical fitness test, height and weight will be administered upon initial or re-entry training. Failure to obtain passing in these requirements, may result in immediate release from Counterdrug Orders.

# Required Documents (External Applicants)

**\*Submit Memorandum to President of the Board for any missing documents stating reason for omission**

**\*\* All forms must be dated within 30 days of announcement closing date**

1. Counterdrug Applicant Checklist (Initial next to each item and sign/date)
2. Memorandum of Consideration stating in your words why you are the best person for the position (memorandum formatting IAW AR 25-50 for Army and The Tongue and Quill, AFH 33-337 Chapter 14 for Air Force)
3. Officer Record Brief (ORB) (Army) Must be ‘Selection Board Record Brief’ without DA Photo / Report on Individual Personnel (RIP) (Air Force) Excluding page 1 with demographic information
4. Three previous Counterdrug evaluations. If you do not have three Counterdrug evaluations, unit evaluations will be accepted
5. Passing Physical Fitness test within 4 months (Army & Air); if exceeding HT/WT standards include a DA 5500/DA 5501 (Army) or memorandum for ANG personnel
6. Military Biography in compliance with applicable branch IAW Army Officer NGR 600-100; Air Force Bio Template IAW AF Tongue and Quill (must not include photo)
7. Supporting documents; transcripts and/or certificates for all schools/training (not reflected on ORB/RIP)
8. Security Clearance memorandum from your unit security manager verifying clearance NO JPAS PRINTOUTS WILL BE ACCEPTED
9. Commander’s Letter of Recommendation (signed by M-day Commander)
10. Joint Counterdrug Task Force Background Questionnaire
11. DD 369, Police Record Check (complete blocks 1 - 9 and sign block 11)
12. Unique Counterdrug Program Requirements
13. MEDPROS IMR Printout (Army) DA 3349 if applicable / ASIMS Individual Medical Readiness & AF 422 (Air)
14. RPAM (Army) / PCARS (Air)
15. Current FY Drill Schedule
16. Current Fiscal Year (FY) FTNGD-OS/ADOS Checklist
17. DA 1058 (See attached example)
18. ARNG 1058-1R (See attached example)
19. USERRA Packet (required for Technicians & Title 5)
20. \*Optional: letters of recommendation; certificates specific to position; law enforcement training certificates (stating hours complete)

# Required Documents (Internal Applicants)

**\*Submit Memorandum to President of the Board for any missing documents stating reason for omission**

**\*\* All forms must be dated within 30 days of announcement closing date**

1. Counterdrug Applicant Checklist (Initial next to each item and sign/date)
2. Memorandum of Consideration stating in your words why you are the best person for the position (memorandum formatting IAW AR 25-50 for Army and The Tongue and Quill, AFH 33-337 Chapter 14 for Air Force)
3. Officer Record Brief (ORB) (Army) Must be ‘Selection Board Record Brief’ without DA Photo / Report on Individual Personnel (RIP) (Air Force) Excluding page 1 with demographic information
4. Three previous Counterdrug evaluations. If you do not have three Counterdrug evaluations, unit evaluations will be accepted
5. Passing Physical Fitness test within 4 months (Army & Air); if exceeding HT/WT standards include a DA 5500/DA 5501 (Army) or memorandum for ANG personnel
6. Military Biography in compliance with applicable branch IAW Army Enlisted NGR 600-200; Army Officer NGR 600-100; Air Force Bio Template IAW AF Tongue and Quill (must not include photo)
7. Supporting documents; transcripts and/or certificates for all schools/training (not reflected on ORB/RIP)
8. \*Optional: letters of recommendation; certificates specific to position; law enforcement training certificates (stating hours complete)

# Duties and Responsibilities

The JCDTF JAG provides legal expertise and assistance to the CDC and JCDTF Staff in the following areas: operational law, intelligence oversight, fiscal law, administrative law, constitutional law, legal assistance, and inter-governmental relations/legislation. Reviews and trains JCDTF personnel on Rules for the Use of Force and all other domestic operational law authorities. Provides legal review of State Plan, MOU’s and other key inter-agency docs, as mandated by DoD, NGB, and DASD guidance. As needed, provides review of JCDTF expenditures and pay to ensure compliance with federal and state requirements. As needed, provides interpretation and guidance related to key DoD, Air Force, Army, TMD, and internal JCDTF policies. As needed, publishes guidance to ensure good order and discipline throughout formation. Assists CDC in admin disciplinary actions as needed. Coordinates with district attorneys and federal prosecutors when CD personnel are subpoenaed to testify in counter-narcotics cases. Advises CD personnel on their legal obligations and rights when testifying. Coordinates and liaises with TMD Office of General Counsel for review of key policies and actions, as needed. Coordinates and liaises with legal chain for any legal matters involving JCDTF.

# Required Position Qualifications

1. Must not be under any current Suspension of Favorable Personnel Actions (FLAGS)
2. Applicant must maintain appropriate level of physical readiness and pass appropriate service fitness test IAW service regulations
3. Must have a valid driver’s license
4. Must be worldwide deployable with no duty limiting conditions to include but not limited to: temporary profiles greater than 14 days, dental readiness class 3, permanent profile indicating a MAR2, permanent profile indicating a MEB, permanent profile indicating a non-duty related action is needed, and no physical restrictions
5. Must have a non-expired Government Travel Card (GTC) or be able to obtain one by the start date of the position

# Preferred Position Qualifications

1. Intermediate to advanced level of experience and training in Microsoft Office/ XP Software, especially Excel, Word and PowerPoint
2. Familiar with Current Title 32 USC 502 (f) and USC 112, Counterdrug Instruction, Policies and Procedures (National Guard Counterdrug Support)

**Submission Instructions**

**How to Submit Your Application**: Packets may be emailed or mailed. Applications must arrive **no later than 1700hrs central time** on the closing date of the job announcement. Incomplete packets will not be accepted. Do not use binders or staples.

**Email** to the Counterdrug Jobs inbox at [ng.tx.txarng.list.cd-jobs@army.mil.](mailto:ng.tx.txarng.list.cd-jobs@army.mil)

# Applications must be in one single PDF package, and with the proper naming convention of LAST NAME, FIRST INITIAL Announcement number (i.e., JOHNSON, S CD 25-034).

**Mail** to Counterdrug Task Force ATTN: J1 HR NCO, P.O. Box 5218 (Bldg. 41/ Room 202), Austin, TX 78763-5218.

If you choose to use FedEx/ UPS/ or another courier, address to: Counterdrug Task Force ATTN: J1 HR NCO, 2200 W. 35th Street Camp Mabry (Bldg. 41/Room 202), Austin, TX 78703-1222.

# Consideration Factors: All applicants will receive consideration for this position without regard to race, religion, color, national origin, sex, age, political affiliation or other non-merit factors.

**Enclosures**

**\*\*This document must be saved to computer to access enclosures below. \*\***

1. Counterdrug Applicant Checklist



6. Military Biography figures/templates (Army Officer NGR 600-100; Air Force Bio Template IAW AF Tongue and Quill)

 

9. Commander’s Letter of Recommendation (CLOR)



10. Joint Counterdrug Task Force Background Questionnaire



11. DD 369, Police Record Check (PRC)



12. Unique Counterdrug Program Requirements



16. Current Fiscal Year (FY25) FTNGD-OS/ADOS Checklist



17. DA 1058 & Example

 

18. ARNG 1058-1R & Example

 