


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

Career Management (CM) Announcement

	Texas Military Department Post Office Box 5218 Austin, TX 78763-5218	Announcement #	CM 26-028
		Opening Date	15 May 2026
		Closing Date	14 June 2026

Position Title: Schools NCO	Location of Position: 71 st Troop Command – 796AA, Round Rock, TX
MOS: 00F30	
Grade/Rank: E6/SSG	Open to: Open to all Current on-board TXARNG AGR Soldiers MOS: Any MOS may apply.
Minimum Grade to apply: E6 Maximum Grade to apply: E6	

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 for Consideration** – One page memorandum for the president of the board addressing any discrepancies in your board file. Memo will also describe your career ambitions and how you will contribute to the organization. IAW AR 25-50; not to exceed one page.
3. **Soldier Talent Profile** – From IPPS-A or Selection Board version of ERB will be accepted.
4. **Copy of last five NCOERs** - Submit a memorandum to the President of the Board explaining reason(s) for any missing NCOERs/unrated time. A letter of recommendation or performance evaluation will be submitted on Soldiers not yet due an evaluation.
5. **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**.
6. **DA Form 705 (AFT)** – Last record AFT. Must be within **6 MONTHS** of announcement opening date.
 -If applicable must include DA Form 5500-R or DA Form 5501-R (Body Fat Content Worksheet).
7. **Certified Height and Weight Memorandum** - From Unit Commander or authorized representative.
 -Height and weight must be **CONDUCTED** within **30 DAYS** of announcement **OPENING DATE**.
8. **Statement of Security Verification** - from Unit Security Manager in memorandum format.

Applicant Contact Information

RANK:	PHONE:
NAME:	EMAIL:

POINT OF CONTACT FOR APPLICATION PROCESS:

AGR Staffing Inbox
ng.tx.txarnq.mbx.agr-staffing@army.mil

POINT OF CONTACT FOR BOARD & POSITION:

Point of Contact: SGM Derek Renfer
derek.c.renfer.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

Schools NCO

Responsible for the overall supervision of all pay, responsible for timely, accurate reporting of information directly affecting the overall individual training readiness of 71st Troop Command. Assists subordinate brigades and battalions with the management of schools for mobilizations, non-DMOSQ, professional military education, and functional training pathways, providing guidance across multiple echelons. Manages ATRRS and AFAM reports to track Soldier self-development, forecast and validate training requirements, quota execution, distributive learning, seat prioritization, and course completion status. Reviews and validates MARRS-N inputs from the brigade and below.

Performs other duties assigned.

WHERE TO SUBMIT THE APPLICATION

AGR Soldiers who are stabilized per TMDI 1300.07, Active Guard Reserve (AGR) Life Cycle Management (LCM) Enclosure C, paragraph 15 and AGR Soldiers on an approved Talent Management move memo must submit an exception to policy for application per Enclosure C, paragraph 15b. Exception to policy requests must accompany the complete packet submission and must arrive to AGR services no later than seven days before the closing date of the announcement. Exception to policy requests received after this timeline will not be accepted.

(All applications must be received prior to the closing date on the announcement)

***2 Methods for submitting an application:**

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

E-mail Subject Line should only contain Announcement # - Rank, Last Name, First Name (Example: CM 25-XX – SGT 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) HYPERLINKS are not acceptable.**

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).**

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED