



District of Columbia Air National Guard

Technician Announcement

Announcement: #13-021



<p>APPLICATION MUST BE FORWARDED TO:</p> <p style="text-align: center;">Human Resource Office DC National Guard 2001 East Capitol Street Washington, DC 20003-1719</p> <p style="text-align: center;">APPLICATION MUST BE RECEIVED ON N/A</p>	<p>OPENING DATE: 12 Apr 13</p>	<p>CLOSING DATE: OUF</p>
<p>Position Title, Series, Grade, Salary Range Sexual Assault Response Coordinator, D1275000</p> <p>GS-0301-11 \$62,467 - \$81,204 Minimum Military Rank: Cpt Maximum Military Rank: Maj</p> <p>Selectee will be assigned to a compatible military position. Military Duty Assignment: 37FX, 41A</p>		
<p>Position Location: JFHQ-J1, DCNG Washington, DC 20003-1719</p>	<p style="text-align: center;">Appointment Status</p> <p>[X] Excepted [] Enlisted [X] Officer [] Competitive</p>	
<p>AREA OF CONSIDERATION:</p> <p style="text-align: center;">TECHNICIAN: GROUP III</p> <p style="text-align: center;">(Individuals who possess the necessary qualifications for military membership in the DCANG)</p>		
<p>Permanent Change of Station: Relocation expenses will not be paid to Technicians</p>		
<p>Special Remarks: http://www.113wg.ang.af.mil</p>		
<p>INSTRUCTIONS FOR APPLYING: This office will not accept application mailed at government expense. Electronic or fax application will not be accepted. Failure to submit all documents will result in your application not being considered for employment. Applicant's application must contain current unit assignment, AFSC/SSI and military grade. All submitted documents must be current. No binders please.</p> <p style="margin-left: 20px;"><u>If you are applying under the Technician Job Announcement the following documents are required:</u></p> <ol style="list-style-type: none"> 1.) Resume 2.) KSA's – Knowledge, Skills, and Ability questions must be addressed by element on a separate paper. 3.) Current unit assignment, AFSC, military email address and military grade must be included on application or on a separate paper. 		
<p>Condition of Employment:</p> <p>National Guard Membership: Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard.</p> <p>Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit.</p>		
<p>Technician Employment Questions: SPC Cortavia Britton Human Resources Assistant can be reached at 202-685-9775 or DSN 325-9775. SPC Inga Respass, Human Resources Specialist can be reached at 202-685-9763 or DSN 325-9763</p>		
<p>Evaluation Process: Applications will be evaluated solely on information supplied in the application (Resume and KSA's). Experience will be evaluated based on relevance to the position for which application is made.</p>		
<p>Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, age, physical handicap, or membership/non-membership in an employee organization, in conformance with NGB Regulation 690-600 and ANGR 40-1613.</p>		
<p>For Military Members: Acceptance of this position will cause termination of Federal Bonuses pursuant to respective Selected Reserve Incentive Programs (SRIP). This termination may be with or without recoupment of payments already made.</p>		

This announcement must be posted on unit bulletin boards until the day following the closing date.



The District of Columbia Air National Guard



Technician Announcement Number: 13-021

Position: Sexual Assault Response Coordinator, GS-0301-11, D1275000

Brief Description of Duties: Manages and implements the Sexual Assault Prevention and Response Program and the Domestic Abuse Prevention Program. Serves as principal advisor to the State Adjutant General with responsibility for understanding and implementing Department of Defense (DoD), Army, Air Force, National Guard Bureau (NGB), ARNG and ANG policies and guidance. Reviews Sexual Assault, Domestic Abuse/Violence policies and programs to determine barriers, if any, and advises the Adjutant General relative to their impact on National Guard policy to overcome high risk areas and potential offender behaviors; and recommends changes or new actions to the Adjutant General, Chief of Staff, and Human Resources Officer. Serves as the designated program manager of victim support services. Coordinates and oversees implementation and execution of the sexual assault prevention and response and domestic abuse/violence prevention programs. Advises the victim of available reporting options and informs the victim of benefits and/or limitations. Ensures that victims receive guidance and emotional support during administrative, medical, investigative, and legal procedures, and that victims understand the processes involved. Ensures that reports of sexual assault and domestic violence are reported to the appropriate level of command in accordance with applicable regulations. Manages the complaints processing system for ARNG and ANG state populations. Collects data and conducts trends analysis regarding incidents of sexual assault. In addition, conducts anonymous surveys to determine level of unreported sexual assaults and provide an assessment of overall SAPR Program success. Manages case information of sexual assault and domestic violence and ensures the safeguarding of all case file information. Ensures that information is disseminated on a need-to-know basis and that confidentiality is maintained. Inputs and updates the Sexual Assault Data Management System (SADMS) File Locker on a monthly basis. Updates the automated database utilized to compile and report sexual assault case data to the Army for statistical trends analysis and reporting to DoD. Confidentially inputs medical LOD (Line of Duty) Investigation information into the automated online LOD Module which enables NGB to authorize medical services and payment of related medical expenses stemming from the sexual assault of a National Guard member while on duty. Develops, conducts, and/or coordinates sexual assault prevention training for new hires, supervisors, and all members of the state National Guard. Provides training for Victim Advocates (VAs) in accordance with training standards and content from the SAPR. Ensures overall management of sexual assault awareness, prevention, training, and victim advocacy. Conducts senior leader training to increase awareness of sexual assault issues and offender behavior. Incumbent may be required to prepare for and support the mission through the accomplishment of duties pertaining to military training, military readiness, force protection and other mission related assignments including, but not limited to, training of traditional Guard members, CWDE/NBC training, exercise participation (ORE/ORI/UCI/MEI/OCI/IG, etc.), mobility exercise participation, FSTA/ATSO exercise participation, SABC training, LOAC training, weapons qualification training, participation in military formations, and medical mobility processing within the guidelines of NGB/ARNG/ANG/State/TAG rules, regulations and laws. Performs other duties as assigned.

Qualifications: GS-11

General Experience: Clerical or administrative experience, education, and/ or training which has provided the candidate with the ability to search for and compile information/ data, process documents, and provide information about regulations, procedures, and programs.

Specialized Experience: Must demonstrate **Thirty-Six (36) months'** experience in which the following Knowledge, Skills, and Abilities (KSA's) as described below have been attained.

Knowledge, Skills, and Abilities (KSA's):

- A. Knowledge and skill to advise, manage, implement and oversee Sexual Abuse Protection and Response and Domestic Abuse/Violence programs.
- B. Knowledge of the organizational structure of the National Guard including the assignment of functions to subordinate organizations, nature of their missions, and composition of the work force
- C. Oral communication and writing skills to make presentations, conduct training seminars, communicate with federal, state and local agencies and medical facilities

Current Unit assignment, AFSC and Military grade must be included on application. Incomplete applications will not be considered for employment.