



District of Columbia Air National Guard

AGR Announcement

25-175



APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION <u>113WG.DCANG.APPLICATIONS@US.AF.MIL</u>	OPENING DATE: 10 September 2025	CLOSING DATE: 17 September 2025
	Position Title: Operations Officer Max Grade: Maj (O4) Min Grade: Capt (O3) AFSC: 01A Tour: Permanent	
	Appointment Status [] Enlisted [X] Officer	
	AREA OF CONSIDERATION: GROUP I Current DCANG AGR members.	
Position Location: 33 rd Civil Support Team 2001 E Capitol St SE Washington, DC 20003		
INSTRUCTIONS FOR APPLYING: This office will <u>NOT</u> accept mailed applications. You must send applications electronically. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u>		
AGR REQUIRED DOCUMENTS: 1.) NGB 34-1 (<i>dated Nov 2013</i>) Application for AGR Position. https://www.ngbpmc.ng.mil/Forms/NGB-Form/ 2.) Copies of last three EPRs/EPBs or OPRs/OPBs. 3.) Resume (<i>any format</i>). 4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s). 5.) Report of Individual Personnel (RIP) from vMPF only (<i>must be dated within 60 days</i>).. If clearance is expired, you must obtain security memo from the Wing security manager. 6.) Current Fitness Test from myFitness (<i>Per DAFI 36-2905 – current within 12 months, handwritten scorecards are not accepted</i>). 7.) Letter(s) of recommendation (<i>optional</i>). 8.) If missing documents, memo to board president required stating reason why documents are missing.		
*All documents must be consolidated into a single pdf file. DO NOT put in PDF Portfolio format. Save applications in the following format: MVA number, Rank, Last name, First name, Middle Initial. Ex: 20-300 – SSGT DOE, JOHN A Email subject will be in the same format.		
Conditions of Employment: Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit. If applying for an MVA at a lower rank, a voluntary demotion memorandum stating action must be submitted.		
Evaluation Process: Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. Incomplete applications will not be considered. It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.		
Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization. Reference: NGR AR 690-600 / NGR AF 40-1614. CNGBI 9601.01 and ANGI 36-7		



The District of Columbia Air National Guard



DC is an Equal Opportunity Affirmative Action Employer

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

Announcement Number: 25-175

Position: Operations Officer

Position Description:

Responsible for representing the commander and deputy commander, when required. Manages the main Command Post (CP) operations and displacements. Coordinates with the WMD CST staff to develop courses of actions for all detection, identification and sample collection missions. Meets with a variety of civilian and government agency and senior military leaders to discuss WMD CST concepts, missions and plans WMD CST involvement in state/local WMD response efforts. Assists the command group with implementation and understanding of any/all new policies for WMD CST. Know the Incident Command System (ICS) employed at the state (local) level. When directed, serves as a liaison and point of contact with other government agencies and Incident Commanders on consequence management activities. Coordinates with federal, state and local law enforcement agencies to receive domestic terrorism threat briefings. Ensure a WMD CST member is designated for inter-agency liaison duty during WMD incidents and exercises. Incorporates a media management concept into WMD CST operations plans. Participates in Federal, state and DoD consequence management or emergency response exercises. Assists the commander and deputy commander to determine the best unit composition to accomplish assigned missions and to provide pre-release technical operations and post-release support. Demonstrates the ability to utilize an execution checklist with code words to monitor CB detection, identification and sample collection missions. Prepares, authenticates and publishes the overall tactical, garrison, and associated Standard Operating procedures (SOP) for the WMD-CST. Recommends command and control structures to manage WMD-CST operations, task organization and assigning tasks to subordinate elements of the command as directed by the commander and deputy commander. Implements procedures for the introduction of effective new technologies and equipment for the improved protection of the WMD-CST mission. Provides sufficient force protection to accomplish the WMD-CST mission. Operates in a WMD incident Hot Zone and adheres to mission engineering controls, protective equipment use and work practices to prevent contamination. Manage staff functions to ensure Commander's, Deputy Commander's, DCNG, and National Guard Bureau (NGB) intent is executed for garrison, training and mission support activities as well as, actively participate in National Capitol Region (NCR) Interagency Committees by evaluating areas for training opportunity and WMD-CST inclusion into NCR All Hazards, WMD, CBRN response plans. Understand commander and deputy commander's intent and coordinates training, staff and mission briefs to ensure continuity and sharing of information to the lowest level. Additional responsibilities include serving as the Reviewing Official in Defense Travel System for both Army and Air personnel and General Fund Enterprise Business System (GFEBS) as the unit Level 1 Approving Official. Supervise the Operations, Training, Logistics, Administration and Communications sections of the WMD-CST. Program Manager of the Operations and Training NGB Standard Evaluation and Assistance Team inspection checklists. Assists with the development of the WMD CST annual training calendar and budgeting forecasts and manages the Operations calendar throughout the current fiscal year and beyond. Additionally, the Operations Officer serves as the WMD-CST Air Deployment Mobility Officer.

Minimum Qualification Requirements:

1. Must have a minimum security clearance of SECRET and be able to obtain required credentials and/or TOP SECRET-SCI security clearance as requested by supported agencies for all missions within 1 year of assignment.
2. Selectee must be fully MOS qualified or obtain MOS qualification within 1 year of assignment.
3. Must possess a valid State driver's license.
4. Must be able to pass a Physical Fitness Test, Ht/Wt screening, an OSHA physical, and Personal Protective Equipment test (IA W DA Pam 40- 8) administered by the 33rd CST within 30 days of AGR tour start date.
5. Civil Support Skills Course (CSSC) and possess the "R1" Additional Skill Identifier.
6. Applicants will have their medical records screened by the 33RD CST Physician Assistant prior to selection.

7. Selectee must undergo urinalysis drug screen testing upon entry on active duty, and periodic testing while assigned to WMD-CST duty. The WMD-CSTs are included in the testing rotation under the local Alcohol and Drug Abuse Prevention Control (ADAPC) program.
8. Selectee must uphold the highest standards of conduct and personal appearance.
9. Selectee must ensure that outside employment, associations and off-duty conduct/activities are consistent with Federal directives on ethics and with State and Federal conflict of interest policies. This employment must not impact the unit mission accomplishment or unit readiness and must be approved by the WMD-CST Commander and DCNG Human Resources Office.
10. Selectee must agree to minimum three-year Active Service Obligation (ASO) on the WMD-CST.
11. The WMD-CST mission often requires irregular work hours, to include weekends and holidays. Selectee must be available for recall 24/7/365 unless in an approved leave status.
12. If selected, the member must be able to conduct all unit and individual level training within the timeline specified on the Specialized Training Requirements Matrix and unit training calendar.
13. If selected, the member must reside within fifty (50) miles of the CST Ready Building (currently, the D.C. Armory) within 90 days of completion of CSSC.
14. All team members are required to receive and maintain smallpox and anthrax vaccines.

Eligibility Requirements:

1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Prior to entry into the AGR Program, member must be medically cleared by the 113th Medical Group.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

AGR Employment Points of Contact:

AGR NCOIC: MSgt Victoria McNamara, Victoria.McNamara@us.af.mil, 202-685-8813 (DSN 325-8813)