



District of Columbia Air National Guard

AGR Announcement

25-188



APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION <u>113WG.DCANG.APPLICATIONS@US.AF.MIL</u>	OPENING DATE: 18 November 2025	CLOSING DATE: 18 December 2025
	Position Title: Senior Enlisted Leader Max Grade: CMSgt (E9) Min Grade: SMSgt (E8) *Promotable* AFSC: 2AX9X Tour: Permanent	
	Appointment Status [X] Enlisted [] Officer	
	AREA OF CONSIDERATION: GROUP III All members eligible for entry into DCANG.	
Position Location: 213 th Maintenance Group Joint Base Andrews, MD 20762		
INSTRUCTIONS FOR APPLYING: This office will NOT accept mailed applications. You must send applications electronically. Failure to submit all required documents as outlined below will result in your application not being considered for employment. 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: <i>MVA number, Rank, Last name, First name, Middle Initial</i>. 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: 25-188

Position: Senior Enlisted Leader

Position Description:

Plans the overall allocation of personnel, funding and equipment resources to the organizational segments supervised to accomplish work operations which, because of their scope, volume, complexity, operational tempo, and total force integration must be planned on a annual or longer basis. Because of the Total Force Mission integration with the USAF, keeps unit assigned Air National Guard mission aircraft in combat ready status and able to be fully integrated with USAF aircraft and missions upon activation and regular contingency operations, in addition to daily training and support missions. Plans work on an annual or multi year basis, to include: aircraft and aircraft system modifications (Time Change Technical Orders), maintenance equipment and facilities update and modernization, deployment and mobility planning, human resources and financial forecasting, recurring Air Force mandated inspection requirements, mission and weapons systems changes, contingency planning relating to carrying out the military mission of the wing, and the development of policies and procedures in the accomplishment of the work. Significant but shorter requirements involve daily, weekly, and quarterly planning. Analyzes work plans developed by subordinate supervisors for accomplishment of assigned directives. Determines status of work accomplished in relation to future demands, including unanticipated or emergency requirements mandating reallocation of resources as required. Provides higher level management and/or leadership information on status of work projects, budget estimates, changes in equipment, facilities, techniques etc. for mission planning purposes. Evaluates potential impact of improved technologies on existing programs and practices and recommends proposed changes to cognizant authority. Participates fully with higher level management and staff organizations in interpreting changing environmental requirements to include work techniques, specification changes, standard improvements, modifications to organizational structures, mission alignments and changes, equipment modernization, facility requirements and improved work flow processes. Functions as an integral member of unit's planning process, serving as the responsible technical resource for a maintenance division. Has national level impact, attending future systems road map planning conferences such as Product Improvement Working Group (PIWG), System Supportability Review (SSR) and Systems Safety Group (SSG) meetings as an Air National Guard subject matter expert. Coordinates and directs the work of units supervised. Assigns and explains work requirements to subordinate supervisors and sets deadlines. Balances workload for subordinate work groups. Promotes economical and efficient work operations. Analyzes production, cost and personnel utilization records and makes adjustment in operations to correct problems. Prepares and/or provides inputs to operating instructions and initiates work plans to be followed by subordinate workers in accomplishing critical or emergency work projects. Spot checks work operations to assure production and quality standards are achieved. Coordinates work operations with other organizations and functions. Encourages employees to achieve management goals. This position is to work on a fleet of C-40C's (737 Boeing Business Jet) supporting VIP airlift operations. Performs other duties as assigned.

Minimum Qualification Requirements:

1. Must have a Secret security clearance.
2. Must hold AFSC listed.

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)