



# District of Columbia National Guard

## Full Time National Guard Duty Counterdrug (FTNGD-CD) Announcement

### 24-126



<p style="background-color: yellow; margin: 0;"><b>APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION <a href="mailto:113WG.DCANG.Applications@us.af.mil">113WG.DCANG.Applications@us.af.mil</a></b></p>	<p style="text-align: center;"><b>OPENING DATE:</b> 1 May 2024</p>	<p style="text-align: center;"><b>CLOSING DATE:</b> 24 May 2024</p>
	<p><b>Position Title:</b> Drug Demand Reduction Outreach Civil Operator  <b>Max Grade:</b> TSgt/SSG (E-6)  <b>Min Grade:</b> Amn/PVT (E-1)  <b>Must be MOS/AFSC:</b> Any  <b>Positions Available:</b> Four (4)</p>	
	<p><b>Appointment Status</b>  <input checked="" type="checkbox"/> <b>Enlisted</b>    <input type="checkbox"/> <b>Officer</b></p>	
<p><b>POSITION LOCATION:</b> Counterdrug, JFHQ-DC DC Armory, Washington, DC</p>	<p><b>AREA OF CONSIDERATION:</b> GROUP II Current DCNG members</p>	
<p><b>SPECIAL REMARKS:</b> All FTNGD-CD tours are contingent on availability of funds.  <b>INSTRUCTIONS FOR APPLYING:</b>  This office will <b>NOT</b> accept mailed applications. <b>You must send applications electronically. Failure to submit all required documents as outlined below will result in your application not being considered for employment.</b></p>		
<p><b>FTNGD-CD REQUIRED DOCUMENTS:</b></p> <ol style="list-style-type: none"> <li>1. Written Verification of Security Clearance</li> <li>2. Separate sheet of paper with email address and additional point of contact number(s)</li> <li>3. Last Enlisted Performance Report/Noncommissioned Officer Evaluation Report (as applicable)</li> <li>4. AF Form 422/MEDPROS IMR printout current within 12 months (as applicable)</li> <li>5. Copy of medically signed/completed medical profile (as applicable)</li> <li>6. Air Force Physical Fitness Test /Army Combat Fitness Test tracker report (6 mo.) (as applicable)</li> <li>7. Report on Individual Personnel (RIP)/ Enlisted Records Brief (ERB) (6 mo.) (as applicable)</li> <li>8. Point Credit Summary</li> <li>9. Copy of state driver's license and military driver's license</li> <li>10. Resume</li> <li>11. Commander Letter of Recommendation</li> </ol>		
<p style="background-color: yellow; margin: 0;"><b>*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</b>  Email subject will be in the same format.</p>		
<p><b>CONDITIONS OF EMPLOYMENT:</b>  <u>National Guard Membership:</u> Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard.  <u>Electronic Funds Transfer:</u> 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.</p>		
<p><b>EVALUATION PROCESS:</b> Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. <b>Incomplete applications will not be considered.</b> 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 disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates.</p>		
<p><b>EQUAL EMPLOYMENT OPPORTUNITY:</b> 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.  <a href="http://www.ngbpdc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf">http://www.ngbpdc.ngb.army.mil/pubs/40/ngraf40_1614v2.pdf</a> and  ANGI 36-7 <a href="http://www.ngbpdc.ngb.army.mil/publications.htm">http://www.ngbpdc.ngb.army.mil/publications.htm</a></p>		



# District of Columbia 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: 24-126**

**POSITION:** Drug Demand Reduction Outreach (DDRO) Civil Operator

**BRIEF DESCRIPTION OF DUTIES:**

1. Civil Operators will support the DDRO Program Manager within their assigned area by providing a strong response to substance abuse in each community by building effective local coalitions and supporting their implementation of evidence-based strategies. Civil Operations teams play a critical role in fostering an effective community-based response by using unique skillsets to assist local coalitions in addressing substance use/abuse and assisting civil authorities to form and effectively lead community anti-drug coalitions. Operators will help local leaders form alliances and partnerships, enhance collaboration at the grass roots level, and strengthen planning and implementation with the overall goal of creating drug-free communities. Civil Operators will assist coalitions in becoming more efficient, strategic, and successful. When a community has yet to form an organized coalition, Civil Operators will work with federal, state, and local entities to help create partnerships consisting of community sectors for the purpose of establishing a community coalition. Support to coalitions will include, but is not limited to:
  - Providing independent strategic leadership within a coalition to facilitate planning and development using various decision-making methods to complement public health, prevention, and other models to create more effective partnerships.
  - Increase the capacity, sustainability, and effectiveness of coalitions and partnerships by taking an active role in coalition meetings, conferences, trainings, and events as a significant partner of the coalition.
  - Perform operational, analytical, personnel, training, logistics, and administrative duties.
  - Assisting coalitions/CBOs with anti-drug marketing/campaigns
  - Leading Kaizen Assessments and other facilitated prevention tools
  - Assisting community coalitions in implementing the Strategic Prevention Framework through coaching, facilitation, training, intermediation, leadership, coordination, participation, and support.

**QUALIFICATIONS:**

1. Must be willing to work an adjusted schedule and travel as mission dictates.
2. Ability to coordinate/work with federal and local law enforcement officials.
3. Must possess organizational skills, aptitude to take initiative, and work autonomously.
4. Excellent written and oral communication skills (may be evaluated as part of the application/interview process).
5. Must have a current Government Travel Card (GTC) or meet eligibility criteria for issuance of a new account.
6. Must have a secret security clearance (Top Secret preferable).

## **ELIGIBILITY REQUIREMENTS:**

1. Dual status technician personnel requesting FTNGD-CD orders require the approval of their supervisory chain, HRO/J1, Commander, District of Columbia Air National Guard and the Director, Joint Staff. All soldiers must comply with corresponding ARNG standards and chain of command.
2. The service member must be assigned to the DCNG, be in good standing, and must not have an unfavorable information folder per applicable instructions.
3. The service member must meet the medical retention standards in accordance with applicable instructions and as outlined below. The Individual Medical Readiness Report (IMR) must be current and reflect:
  - A current (12 mo.) Physical Health Assessment (PHA) and no Individual Medical Readiness (IMR) deficiencies. A service member with any unresolved medical issue, to include a temporary profile, is not eligible for a FTNGD-CD tour.
  - A current HIV test. All service members called to Active Duty for 30 days or more must have a current negative HIV-1 test within 2 years of the projected report date.
  - A service member with a permanent profile with a 3 or 4 in the PULHES Code (located at the top right of the IMR) must have had his or her profile adjudicated by the Integrated Disability Evaluation System (IDES). The service member must have been found fit for retention in his or her primary Military Occupational Specialty/Air Force Specialty Code.
  - A current pregnancy test, as applicable. Pregnancy testing is required within 15 days of start of orders in accordance with applicable instructions. Pregnancy is a disqualifying factor for entry on any duty 31 days or more and for tour renewals. If orders have been published, the orders will be amended and will not exceed 31 days. A service member who becomes pregnant while on tour may volunteer for continued service but the needs of the DCNG will determine continued service. Such continued service will be for the duration of the current tour only and not for subsequent tours.
4. The service member must have a current (6 mo.) Air Force Physical Fitness Assessment or Army Combat Fitness Test (ACFT) individual fitness tracker report by the start date of the FTNGD-CD order.
5. A service member must not be able to qualify for sanctuary as a result of the FTNGD-CD order.
6. A service member must not be placed on orders that will qualify them for separation pay as a result of the duty.
7. A service member performing a FTNGD-CD tour will ensure their current local address is in applicable systems of record.
8. A service member approved for a FTNGD-CD tour who has fifteen (15) or more years of Active Federal Service must provide a Statement of Service-For Computation of Length of Service for Pay Purposes with their application packet.
9. Must meet all eligibility requirements in accordance with PPOM #22-050 dated 29 March 2023, and the Full-Time National Guard Duty for Operational Support (FTNGD-OS) Policy dated 14 November 2013. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.

## **EARLY NOTICE OF SPECIAL REQUIREMENTS:**

The CDC will ensure that service members for Counterdrug Program duty are well informed about the unique requirements for Counterdrug duty. The CDC will also provide the service member a written information sheet which details prerequisites. Such document should, as a minimum, include the following unique requirements:

1. Urinalysis testing is required upon entry on active duty, and personnel are subject to periodic testing while on active duty. These requirements are in addition to testing by units of assignment during Regularly Scheduled Drills (RSD) under the JNGSAP.
2. Selected individuals are required to attend RSD and Annual Training with their assigned unit while serving on Full-Time National Guard Counterdrug duty.
3. Status of funding: This position will be funded through 30 September 2024 with a potential extension of FTNGD-CD into fiscal year 2025 and beyond if funding is available.
4. Applicants are subject to criminal records checks, and/or security screening by law enforcement agencies for applicants serving in offices where they are privy to operational information of law enforcement agencies.
5. Members are required to uphold the highest standards of conduct and personal appearance. Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval by the CDC and applicable state leadership. Additionally, National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7-R.
6. Applicants must be eligible for FTNGD-CD tour in accordance with normal ANG/ARNG requirements.
7. Applicants must be recommended by unit commander.
8. Consecutive orders will not exceed five (5) years of continuous active duty, to include active-duty time prior to starting a FTNGD-CD tour.
9. Applicants must possess a current SECRET security clearance.
10. Applicants must undergo and receive a favorable background investigation/security check.
11. Applicants must submit to drug testing and receive a favorable result upon entry on active duty to include any follow on FTNGD-CD tour.

### **Employment Points of Contact:**

CMSgt Earle Reyes, [earle.reyes@us.af.mil](mailto:earle.reyes@us.af.mil) /202-679-3590