



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204-1373

S: 2 February 2016

ARNG-HCM

20 January 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard (ARNG) Re-Announcement for the Senior Enlisted Advisor/Enlisted Military Advisor, Reserve Forces Policy Board (RFPB)

1. References:

- a. AR 135-18, The Active Guard Reserve (AGR) Program, 1 November 2004.
- b. Memorandum, National Guard Bureau, ARNG ARH Subject: Title 10 Active Guard Reserve Life Cycle Management Strategy and Plan, dated 12 December 2013.
- c. Memorandum, Reserve Forces Policy Board, Chairman Subject: Senior Enlisted Advisor/Enlisted Military Advisor, Reserve Forces Policy Board, dated 30 October 2015.

2. The Washington Headquarters Service is seeking applications from highly qualified Non-Commissioned Officers (NCOs) to serve as the Senior Enlisted Advisor/Enlisted Military Advisor, RFPB.

3. Eligibility. Current T10 Active Guard Reserve (AGR) Sergeants Major, T32 Active Guard Reserve (AGR), and Traditional status NCOs in the grade of E-9.

4. The selected NCO will be processed the following way depending on their current duty status.

- a. T10 AGR NCO – will remain in the T10 AGR program and will receive Permanent Change in Station (PCS) or reassignment orders.

- b. T32 AGR NCO – will be accessed into the T10 AGR program for a duration of two years on a One Time Occasional Tour (OTOT) with the option of a third year dependent upon control grade voucher availability. Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to the T32 AGR program or to traditional duty status.

- c. Traditional (M-Day) NCO – will be accessed into the T10 AGR program for duration of two years on a One Time Occasional Tour (OTOT) with the option of a third year dependent upon control grade voucher availability. Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to traditional duty status.

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5. Brief Duty Description. This is a Dual-Hatted position. The Senior Enlisted Advisor to the RFPB also serves as the Enlisted Military Advisor to the Chairman of the RFPB. The Senior Enlisted Advisor (SEA) position is a Joint Duty Assignment List (JDAL) billet within the Office of the Secretary of Defense. The Enlisted Military Advisor to the Chairman is a statutory position on the RFPB requiring designation by the Secretary of Defense. As SEA, the nominee will advise the Chairman, Military Executive, Board and staff on enlisted affairs affecting over 1.1 million Reserve Component service members. As a member of the Board, the nominee will be responsible for providing clear, concise, and candid views to the Board on enlisted issues and in advocating enlisted perspectives on matters under consideration. The nominee should be knowledgeable in the roles and missions of the Reserve Components; organization of the Reserve Components; and Reserve Component personal administration, training and mobilization policy.

6. Pre-requisites:

- a. Applicants must meet AGR eligibility requirements IAW AR 135-18.
- b. Rank: SGM/E-9
- c. MOS: Immaterial
- d. Military Education: Graduate, Sergeants Major Academy
- e. Experience: Combat experience and senior level staff experience is required. Experience as Command Sergeant Major is desired.
- f. Security Clearance: Top Secret Clearance-Sensitive Compartmented Information (TS-SCI).
- g. Eight months or less remaining on approved High School Stabilization (T10 only).
- h. 12 months or more in current position (T10 only)

7. Application.

- a. Applications will consist of the following.
 - (1) Reserve Component Chief endorsement letter.

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(2) Commander – endorsed letter expressing compliance with height, weight, age, and fitness requirements.

(3) Military biography with photo.

(4) Three most recent annual non-commissioned officer evaluations.

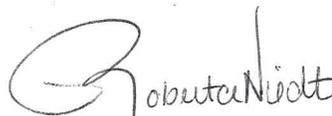
b. Application procedures and required forms are available on the ARNG GKO website: <https://gkportal.ng.mil/jobs/SitePages/Home.aspx> Application packets should be sent to the National Guard Bureau Readiness Center, ARNG-HCM-E, 111 South George Mason Drive, Arlington, VA 22204-1373 or emailed to the POC listed below. All packets must be in accordance with the enclosed application process and be received no later than 2 February 2016.

c. Applications received with postage funded by the US Government for "personal" mail will be destroyed. Applications received with (TAG, MILPO, etc.) endorsements are authorized US Government funded postage. Use of US Government funded overnight or express mail is not authorized.

d. This announcement will close at 1700 EST on 2 February 2016. Packets received after this time or packets that are not complete IAW the T10 AGR NCO application checklist will be returned without action.

8. The point of contact for position information is SGM Charles Brown, Chief Enlisted Management Branch, Human Capital Management Division (ARNG-HCM-E), e-mail address: charles.e.brown.mil@mail.mil

9. The point of contact for packet submission is SFC Allan McGarry, Accessions NCO, Enlisted Management Branch, Human Capital Management Division (ARNG-HCM-E), DSN: 329-7501, 703-601-7501, or allan.d.mcgarry.mil@mail.mil and alternate, MSG Timothy Taylor, Assignments NCO, Enlisted Management Branch, Human Capital Management Division (ARNG-HCM-E), DSN: 329-7528, 703-601-7528, or timothy.taylor5.mil@mail.mil



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