

**IOWA NATIONAL GUARD
COUNTERDRUG TASK FORCE
FTNGDCD VACANCY
ARNG ANNOUNCEMENT**

ANNOUNCEMENT: CD-24-06

DATE: 04 Apr 24

POSITION TITLE: MCTC Contract Specialist

CLOSING DATE: 03 May 24

MOS/AFSC: Any MOS

GRADE: E5-E7

SELECTING SUPERVISOR: CPT Matthew Paulsen

LOCATION OF DUTY: Camp Dodge JMTC, Johnston, IA

TOUR OF DUTY: Initial orders will be through September 30, 2024, funding dependent. Anticipated follow-on orders for FY25. Counterdrug is an ADOS program and funding is Title 32 Full Time National Guard-Counterdrug (FTNGDCD). Targeted start date is on or before 1 June 2024.

DESCRIPTION OF DUTIES: MCTC Contract Specialist will provide direct support the USP&FO-Iowa, Purchasing and Contracting division. Plan the overall approach to meet contracting program objectives for procuring items for Counterdrug equipment and services. Perform market research/analysis to determine availability of the requirement; analyze market trends, commercial practices, conditions, and technological advances and determine the sources to be solicited. Determine appropriate method of procurement using a wide range of contracting methods and contract types. Select appropriate contracting approaches, techniques, and procedures to solve a variety of acquisition problems. Analyze contracting issues and recommend the best course of action. Perform acquisition planning along with the MCTC OIC/Counterdrug Operations, technical, legal, finance, and contract personnel to develop market research, acquisition strategy, milestones, evaluation/source selection criteria, and/or incentive or award fee provisions, as applicable.

QUALIFICATIONS:

REQUIRED: Applicant selected for this position must be, or must become, a member of the Iowa National Guard prior to being ordered to duty. Applicant must have experience with Microsoft Office products (Publisher, Word, Excel, and Power Point). Must complete the Defense Acquisition Workforce Improvement Act Level 1 certificate within 36 months of appointment. Must complete Fiscal Law course within 12 months of appointment.

DESIRED: Tact, flexibility, the ability to multi-task unsupervised, awareness of cultural issues for joint Army and Air Force staff, and proficiency with Microsoft Office products. General experience in positions supporting competencies in business, finance, risk management, project management, or supply chain management. Competencies such as skill in collecting and analyzing data and the ability to communicate clearly and effectively. Previous experience in military operations, resource management, procurement administration, and purchase management is preferred. Familiarization with the General Fund Enterprise Business System (GFEBS), the Federal Acquisition Regulation (FAR), and its supplement (DFARS) are beneficial. A two-year degree or equivalent work experience is preferred, but not required.

SELECTION WILL BE MADE WITHOUT REGARD TO RACE, RELIGION, GENDER, COLOR, NATIONAL ORIGIN, AGE, OR HANDICAP.

ANNOUNCEMENT: CD-24-06

BENEFITS: Salary as determined by military grade and time-in-service (TIS). Benefits include Subsistence Allowance, Quarters Allowance, 2.5 days annual leave per month, medical and dental care for individual, Tri-Care coverage for family members, Exchange and Commissary privileges. PCS move is not authorized for this position.

ELIGIBILITY REQUIREMENTS/INFORMATION FOR TITLE 32 FULL-TIME NATIONAL GUARD DUTY COUNTERDRUG (FTNGDCD) TOUR:

1. Prior to being placed on Counterdrug orders, individual will be interviewed and must successfully pass the screening requirements as outlined in CNGBM 3100.01 to include:
 - A. Personal interviews with the Counterdrug Task Force leadership and the assigned law enforcement agency.
 - B. Pre-employment and annual verification checks to include, but not limited to: Military Personnel Records Check, local criminal records check, and National Crime Information Center (NCIC) records check.
 - C. Review of physical exam to reveal pre-existing or possible disqualifying medical conditions. Furnish copies of SF-88, SF-93, annual medical screen, and any profiles.
 - D. Unit Commander's recommendation verifying eligibility, security clearance, and previous unit duty attendance.
 - E. Establish drug-free integrity.
 - F. Provide copy of current passing physical fitness card or results from within 6 months of start date and those on orders for greater than 180 days will take a fitness test twice a year IAW the State ADOS ACFT policy. Height/weight requirements must be met and maintained IAW service regulations.
 - G. Army applicants must meet medical retention standards IAW AR 40-501; Air applicants IAW AFI 48-123. Physicals may be required. Hiring is contingent on negative pregnancy test result for female applicants.
 - H. Must not be under a current suspension of favorable personnel actions per AR 600-8-2.
 - I. All applicants must submit to drug testing (urinalysis) upon entry on active duty and will be subject to periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/IAD periods.
 - J. All applicants/employees will continue to attend all IDT and AT periods while on Counterdrug orders however, you will no longer receive a monthly drill check.
 - K. Funding is year to year; therefore, orders will be produced annually and can be amended at any time due to funding issues or lack of performance.
 - L. AGR applicants must REFRAD IAW AR 600-8-24 to perform FTNGDCD.
2. National Guard members participating in the Counterdrug Support Program will comply with state laws and with DoD 5500.7-R. They will adhere to the strict military Standards of Conduct. 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 of the CDC.
3. Obtain a Counterdrug applications by calling or emailing SGM Doug Kruse at (515) 727-3614 or douglass.e.kruse.mil@army.mil. Application packets will be mailed to:

Iowa Counterdrug Task Force
ATTN: SGM Doug Kruse
Camp Dodge JMTC, Bldg. 3675

ANNOUNCEMENT: CD-24-06

7105 NW 70th Ave
Johnston, IA 50131-1824

4. Board and interview details will be forthcoming once all applications have been reviewed.