

# IOWA ARMY AGR VACANCY ANNOUNCEMENT

IOWA NATIONAL GUARD  
NGIA-HRO-AGR  
7105 NW 70TH AVENUE  
JOHNSTON, IOWA 50131-1824

Announcement Number: 24-092AR

Closing Date: 20-May-24

**POSITION DESCRIPTION:**

**POSN TITLE** JOC PLANS OFFICER (OTOT)

**MOS/AOC:** 01A **VICE:** KESTER

**Max:** O-3 **Min:** O-3

**SELECTING SUPERVISOR INFO:**

LTC Kerri Lewers, (515) 252-4947,  
kerri.c.lewers.mil@army.mil

**UNIT OF ASSIGNMENT:**

JFHQ-JOC/EOC

JOHNSTON, IA 50131

**MPCN #:** IA01422111

**PARA/Lin** 219/04

**Permanent Change of Station (PCS)**  
**may be authorized if in the best**  
**interest of the government.**

**WHO MAY APPLY:** Current members of the Iowa Army National Guard (IAARNG) or must become a member of the IAARNG.

**AREA OF CONSIDERATION:**

Must meet position grade requirements above. If not MOS/AOC qualified, selectee must become qualified in advertised MOS/AOC within one year of hire. Applicants not meeting eligibility criteria, unless a waiver is authorized by NGR 600-5 or AR 135-18, will not be considered and will be returned to the applicant without action. Soldiers must meet the qualifications for entry and subsequent service eligibility requirements of AR 135-18, Table 2-1. Soldiers must meet the minimum ASVAB and PULHES requirements per DA PAM 611-21, applicants not meeting minimum requirements will be returned without action.

**This is a One Time Occasional Tour. Tour will end NLT 31 August 2024.**

INITIAL

**\*\*\*\*\*Checklist must accompany all applications\*\*\*\*\***

- 1. NGB Form 34-1, Application for Active Guard/Reserve (AGR).
- 2. Certified copy of Soldier Record Brief.
- 3. Last five NCOERs/OERs. Submit a memo explaining reason(s) for any missing NCOERs/OERs. Letter of Recommendation from the Unit Commander for E5s/O2s and below without an NCOER/OER is required.
- 4. Most current MEDPROS, Individual Medical Readiness (IMR) report (must be dated within the last 12 months and be an MRC 1 or 2 with the exception of pregnancy).
- 5. If applicable, DA Form 3349 and/or MMRB results.
- 6. Copy of APFT/ACFT History Report from DTMS. Must have a for record ACFT within 6 months.
- 7. Copy of Weight Control History Report from DTMS.
- 8. Certified Statement of Good Standing from the Command that you are not under any flagging action. Must be within 30 days of closing date. (Template on SharePoint under SOP Chapter 15).
- 9. Statement of all active service performed. Please provide one of the following (Technician/Traditional Soldiers only):
  - NGB 23B (RPAM Statement) for NG, ARPC 249 for USAR or Statement of Service.
  - Copy of most recent DD Form 214 (must show reenlistment code), DD 220, and NGB 22's.
  - DD Form 1506 (Statement of Service).
- 10. Copy of individual Soldier Talent Profile. Must be within 30 days of closing date.
- 11. DA Form 1059 from most recent OES.
- 12. Copy of waiver request if required per AR 135-18, Table 2-2 (Initial Entry AGR) or Table 2-4 (Current on-board AGR) and/or NGR 600-5.

**\*\* DO NOT SUBMIT APPLICATIONS WITH STAPLES, TABS, OR IN BINDERS \*\***

**CAUTION:**

If your application packet does not provide all the information requested on the checklist above, you will not be considered for the position. ONLY complete applications will be considered. Applicants are responsible for maintaining a copy of their application.

**MOS REQUIREMENTS:**

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**DESCRIPTION OF DUTIES:**

Leads a full-time staff of 5 personnel; manages daily operations of the IANG Joint Operations Center (JOC); Assists the DOMS in hasty and deliberate Joint Planning Process in response to domestic events and emergencies; synchronizes the Joint Staff with MSC/Wing staff and apportioned units for domestic response; synchronizes and executes plans and exercises with state, regional, and National Guard Civil Support partners to include IA Homeland Security and Emergency Management Division (HSEMD), FEMA Region 7 Defense Coordinating Officer, NORTHCOM, other states and NGB; maintains JOC SOPs; supports the Joint Staff with operations during the non-drilling period; facilitates and captures after action reviews and lessons learned; serves as a staff duty officer during non-duty hours; ensures interoperable communication within the IANG units and inter-agency partners; manages CCIR distribution and reporting for the IANG and NGB leadership; monitors, manages and responds to requests for information and requests for assistance through WebEOC; maintains the IANG common operating picture; provides updates to IANG leadership on joint staff matters as requested; provides IANG capabilities insight to IA HSEMD upon request.

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**QUALIFICATION REQUIREMENT FOR ASSIGNMENT:**

1. Must meet requirements as stated in the "Areas of Consideration".
2. Must be able to complete a minimum of five years of continuous AGR service prior to reaching Retention Control Point (RCP) or completing 18 years of Active Federal Service or your Mandatory Removal Date.
3. Must meet medical standards IAW AR 40-501 and AR 600-9, as appropriate.
4. Must be qualified for initial entry into or for continued service in the AGR Program IAW AR 135-18, NGR 600-5, AR 40-501 and be capable of performing the duties assigned and implied by grade, MOS, and position as prescribed above.
5. Periodic Health Assessment (PHA) or date of physical must be within 12 months of closing date of announcement.
6. Soldiers will participate in physical fitness training and take the Army Physical Fitness Test semi-annually.
7. Initial entry Soldiers and Current on-board AGRs must have a passing ACFT and Height and Weight on record within 6 months of application submission.
8. Must be able to meet all military education and FTUS requirements in accordance with AR 135-18, NGR 600-5, and current policies/directives. Failure to do so will result in separation
9. Must not have any unfavorable actions of any kind and not be flagged.
10. Must attend all Inactive Duty Training (IDT) and Annual Training (AT) periods and perform duties in assigned MOS.
11. A secret security clearance is required for this position. If the selectee does not possess a secret security clearance when hired for this position, they must make application within 30 days of start date. Failure to obtain and maintain the proper security clearance will result in termination of employment.
12. Initial entry applicants in the rank of SSG and above not MOSQ for advertised position will be reduced to E-5 IAW AR 135-18.
13. If not MOS qualified for position as stated above, applicant will be required to become qualified for position within one year of start date. Must not have a permanent profile that would prevent attendance at required MOS Training.
14. Officer promotion eligibility based on requirements of NGR 600-100.

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**APPLICATION RECEIPT:**

All applications must be received in the Human Resources Management Office by the closing date of the announcement to include mailed applications. **Applications received after 1630 on the closing date will not be considered. It is the responsibility of the applicant to ensure all documents are included, signed and received prior to the closing date and time.**

Applications packets must arrive at The Iowa National Guard, ATTN: NGIA-HRO-AGR, JFHQ-RM 215, 7105 NW 70TH Avenue, Johnston, Iowa 50131-1824. Mailing of application packets using military postage is prohibited. Applications can be emailed to [ng.ia.iaarng.mbx.hro-agr@army.mil](mailto:ng.ia.iaarng.mbx.hro-agr@army.mil). This mailbox doesn't accept encrypted emails. Please remove PII from your application before submitting. **When submitting an application electronically, submit entire packet as one document.**

**THE IOWA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER:**

Eligible applicants will be considered without regard to race, sex, religion, national origin, political affiliation, marital status, age, or gender.

**INSTRUCTIONS TO COMMANDERS/SUPERVISORS:**

This position vacancy announcement will be given the widest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

**QUESTIONS ABOUT POSITION OR BOARD INFORMATION:**

Contact Selecting Supervisor listed in the top right hand corner of page one.

**QUESTIONS ABOUT POSTING:**

515-252-4514 or 515-252-4751