

IOWA ARMY AGR VACANCY ANNOUNCEMENT

IOWA NATIONAL GUARD

ANNOUNCEMENT NUMBER
26-183 AR

CLOSING DATE
2026-09-07

INTERVIEWING SUPERVISOR INFO

Supervisor COL Jason Wisehart
Phone 515-252-4440
Email jason.l.wisehart.mil@army.mil

WHO IS ELIGIBLE TO APPLY:
Current on Board Officer

PCS
Permanent Change of Station may be authorized

POSITION DESCRIPTION
MSC OIC/Executive Officer

MOS/AOC
01A

UNIT OF ASSIGNMENT
67TH TROOP COMMAND
IOWA CITY, IA

VICE
HUNTER

GRADE RANGE
Min: O4 (P) | Max: O5

PSN #
03171210

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 who do not meet the eligibility criteria, unless a waiver is authorized by NGR 600-5 or AR 135-18, will not be considered and the application packet will be returned 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 who do not meet the minimum requirements will be returned without action. PROMOTION IS CONTINGENT ON CONTROL GRADE AVAILABILITY.

APPLICATION CHECKLIST

- ☐ Completed AGR Vacancy Announcement Checklist
- ☐ NGB Form 34-1, Application for Active Guard/Reserve (AGR)
- ☐ Copy of individual Soldier Talent Profile from IPPS-A. Must be within 30 days of closing date.
- ☐ Copy of last DA Form 5500/5501 or ATIS screenshot, within 6 months of closing date
- ☐ Copy of last DA 705 or ATIS screenshot, showing current fitness test
- ☐ Submit last 5 evaluations, if applicable
- ☐ Copy of waiver request if required per AR 135-18, Table 2-4 and/or NGR 600-5.

Application will be submitted as one document. PDF portfolios will not be accepted.

Applications that do not provide all information requested on the checklist above will not be considered for the position. Only complete applications will be considered. Applicants are responsible for maintaining a copy of their application.

DESCRIPTION OF DUTIES

The OIC is the primary driver of daily operations, unit readiness, and personnel management for the command; ensures all command activities directly translate into heightened mission capability; responsible for fostering a climate of excellence, enforcing standards, and serving as the strategic face of the MSC; strategically plans, organizes, and assigns operational efforts across command programs; directs daily workflows to guarantee that assigned units are consistently and efficiently advancing toward fully mission-capable

readiness status; originates vacancy requests, drives the selection and interviewing process, and exercises significant authority over promotions, reassignments, and appointments; actively identifies and rewards exceptional performance to retain top talent; enforces military standards and maintains a resilient command climate; executes informal disciplinary actions to correct deficiencies at the lowest level, and researches/proposes specific, formal disciplinary or administrative actions to higher headquarters when appropriate; manages personnel availability and strength reporting; exercises decisive authority over standard leave requests and provides critical recommendations regarding complex cases such as advance leave or leave without pay. Performs other duties as assigned.

QUALIFICATION REQUIREMENT FOR ASSIGNMENT

APPLICATION RECEIPT

All applications must be received in the Human Resources Management Office by the closing date of the announcement. Applications received after 1530 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 can be emailed to ng.ia.iaarng.mbx.hro-agr@army.mil. This mailbox does not accept encrypted emails. Input the job announcement number into the subject line of the email. Submit the entire packet as one document. PDF portfolios will not be accepted.

EQUAL OPPORTUNITY EMPLOYER

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 sex.

INSTRUCTIONS TO 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.

POSITION OR BOARD QUESTIONS

Contact the selecting supervisor listed in the top right hand corner of page one.

QUESTIONS ABOUT POSTING

515-252-4514 or 515-252-4751