

IOWA NATIONAL GUARD

ANNOUNCEMENT NUMBER

26-199 AR

CLOSING DATE

2026-10-02

INTERVIEWING SUPERVISOR INFO

Supervisor

LTC Wygle Justin

Phone

(515) 727-3937

Email

justin.w.wygle.mil@army.mil

WHO IS ELIGIBLE TO APPLY: T32 Iowa National Guard
Member or must become a member (Officer)

PCS

Permanent Change of Station may be authorized

POSITION DESCRIPTION

BN OIC/Executive Officer

MOS/AOC

13A

UNIT OF ASSIGNMENT

1ST BN 194TH FIELD ARTILLERY HHB
FORT DODGE, IA

VICE

JOHNSON

GRADE RANGE

Min: O3 (P) | Max: O4

PSN #

02977519

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 CONTROLLED 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
- ☐ Completed IA Form 7424 Self Disclosure Worksheet (found on Iowa National Guard website)
- ☐ Statement of all active service performed. Retirement Accounting Statement found in IPPS-A
- ☐ Copy of current promotion list, with name highlighted, if applicable
- ☐ Copy of current profile and/or MMRB results, 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 1-194 FA Officer in Charge (OIC) serves as the battalion's senior full-time officer. This individual is responsible for synchronizing day-to-day operations, training, readiness, and administrative support for 1-194 FA, providing continuous staff support to the Battalion Commander for all personnel, logistics, operations, and training matters impacting the unit's ability to mobilize, deploy, and execute assigned missions. Duties include overseeing development and execution of long-range, annual, and monthly training plans; ensuring compliance with Army training doctrine and field artillery-specific requirements; managing and integrating readiness across personnel, equipment, medical, and training domains; supervising full-time AGR and ADOS personnel; coordinating personnel actions, evaluations, awards, and promotions; and overseeing logistics, maintenance, and budget execution through the staff. The OIC chairs staff meetings and synchronization events as directed and represents the commander within delegated authority. The OIC enforces Army safety standards and regulatory compliance, promotes a disciplined and professional command climate, and maintains effective coordination with brigade, state headquarters, and subordinate units. 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