

OHIO ANG ENLISTED VACANCY ANNOUNCEMENT

UNIT OF ASSIGNMENT, POINT OF CONTACT AND PHONE NUMBER: Unit: 179 AW Location: Mansfield ANGB, OH	ANNOUNCEMENT NO: 179-2019-031 SELECTING OFFICIAL: Col Allison miller
Position Point of Contact (POC): CMSgt Mark Dyer, Command Chief mark.a.dyer.mil@mail.mil Phone: 696-6578, 419-520-6578	FSS POC: MSgt Efrem Swoope, Retention Office Manager efrem.swoope.mil@mail.mil Phone: 696-6207, 419-502-6207
POSITION, TITLE, STATUS Human Resource Advisor Drill Status/Traditional Guardsman	NUMBER OF POSITIONS: 1
OPENING DATE: 20 March 2019	CLOSING DATE: 1 May 2019
MIN MILITARY GRADE: MSgt	MAX MILITARY GRADE: SMSgt
MOS/AFSCs WHICH ARE COMPATIBLE TO THIS POSITION: Any AFSC	
AREA OF CONSIDERATION: Open to current members of the Ohio ANG	
For FSS Use Only: ETP Approval Date: Click here to enter a date. <input type="checkbox"/> n/a	

DUTIES:

Full time military Technicians and Active Guard Reservists (AGRs) are not militarily compatible and ineligible to fill the HRA position The HRA positions are controlled grade positions funded for Drill Status Guardsmen (DSGs) only.

Develop and maintain liaison and facilitate team relations with the Wing Commander, Vice Commander, Executive Officer, Equal Opportunity Officer, State and Wing Command Chief Master Sergeant (CCM), State HRA, Unit Career Advisors, First Sergeants, Recruiters, Retention Office Manager, Chaplain, Family Support Services, Yellow Ribbon Program Coordinators, and Community Leaders. Assist in the development of and actively participate in a Wing Level Diversity Council, with above mentioned personnel, to address Diversity initiatives throughout the Wing. Actively participate in the creation of the Wing Strategic Plan and maintain relevant documentation. Develop and implement a Goals and Objectives (GO) Plan, which is relevant, measurable and aligned with the Wing Strategic Plan to support mission readiness. Analyze Statistics and Surveys for trends. Participate in and receive work group reports as they relate to Diversity, Force Development, and Force Management. Actively participate and promote ANG and community based activities designed to contribute to a culturally diverse organization. Report on the status of wing diversity initiatives (i.e., diversity awareness training, workforce demographics, etc.) during annual Human Relations Climate Assessment Subcommittee (HRCAS)

Term of Appointment: Length of the initial tour for either the state or wing HRA position will be for three years. If the Commander is satisfied with the progress of the program, within 9 months prior to the end of the initial tour completion date, The ATAG for Air may request an extension of one, two, or three years for the incumbent

EVALUATION PROCESS:

Evaluation will be based on the information provided and meeting a selection board, date to be determined.

MANDATORY REQUIREMENTS:

Attendance at the Human Resource Advisors Orientation Course (HRAOC). Typically 2 weeks in length.
Location TBD within 1-year of selection.

APPLICATION MUST CONTAIN:

OHANG Form 2, *Application for E6 and Above Vacancy*

Air Force Fitness Management System (AFFMS) Report with passing score (available via AF Portal)

Individual Medical Readiness (IMR) Report (available via AF Portal from ASIMS)

vMPF RIP

OHANG Form 4, *OHANG Eligibility Checklist for Enlisted Promotions*

Official AF Biography

Any Additional Requirements (Pilot's License, Transcripts, etc.)

An Interview is required for this position

APPLICATION MAY CONTAIN:

Additional Options here (Cover Letter, Letters of Recommendation, etc.)

EQUAL EMPLOYMENT OPPORTUNITY: All qualified applicants will receive consideration for position vacancies without regard to age, race, color, religion, sex, national origin, lawful political or their affiliations, marital status, membership or non-membership in an employee organization, or to any handicap which does not interfere with accomplishment of position requirements.

APPLICATION SUBMISSION:

Applications may be submitted to the FSS POC via email at efrem.swoope.mil@mail.mil or via hard copy to the following mailing address:

MAILING ADDRESS:

178 FSS, ATTN: MSgt Efrem Swoope
1947 Harrington Memorial Rd
Akron, OH 44903

APPLICATIONS MUST BE RECEIVED BY 1630 ON THE CLOSING DATE

Successful application will be assigned to compatible military position in an appropriate unit of assignment in the Ohio Air National Guard as shown above. If enlisted, this position is being announced in accordance with ANGI 36-2101 OHANG Supplement, 15 February 2016, and is a Traditional Guardsman (part-time) employment opportunity. If officer, this position is being announced in accordance with OHPD-011, *Ohio Air National Guard Officer Assignments Policy*, 24 April 2015, and is a Traditional Guardsman (part-time) employment opportunity.

The position POC is responsible for selecting the board members, scheduling interviews, submitting the board's recommendation to the commander, and notification of the commander's selection/non-selection. The position POC is required to complete and return this form and the OHANG Form 3, E-6 to E-9 Selection Board form to the Recruiting Office Manager (ROM) within 30 days of selection.

All OHANG Forms are available electronically at:

<https://eis.ang.af.mil/org/121ARW/GSU/JFHQ-OH/HQregulations/Pages/default.aspx>

HRO subsite