

AIR FTNGD-OS VACANCY ANNOUNCEMENT  
OFFICE OF THE ADJUTANT GENERAL  
6848 South Revere Parkway  
Centennial, Colorado 80112-6709

**ANNOUNCEMENT NUMBER: 24-041**

**DATE: 01 Mar 24**

**CLOSING DATE: 31 Mar 24**

**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

**Bilateral Affairs Officer (BAO) -Amman, Jordan, PARA 100 LINE 01, O5, N/A**

**APPOINTMENT FACTORS:**

**OFFICER(X)**

**WARRANT OFFICER()**

**ENLISTED()**

**LOCATION OF POSITION:**

Military Assistance Program- U.S. Embassy- Amman, Jordan (MAP-J)

**WHO MAY APPLY:**

Must be a current member of the CO Air National Guard within the grade(s) of O5 and O5.

**AREA OF CONSIDERATION:** This position is **open to current members of the Colorado Air National Guard in the grades of: O5. Individual selected will receive an FTNGD-OS Tour with the Colorado Air National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement.**

**INSTRUCTIONS FOR APPLYING:** The documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

1. Personal memorandum to the Board explaining why the service member should be selected for the position. Not to exceed 2 pages.
2. Brief Military Biography
3. Photocopy of last 5 Evaluations.
4. Security Clearance Verification Memo
5. Air Force - Current and passing Report of Individual Fitness from MyFSS (must be current as of the close-out date of this announcement)
6. Air Force Applicants- Point Credit Summary (PCARS)
7. MyFitness Tracker Report
8. Air Force - Officer Selection Brief (OSB)
9. Periodic Health Assessment (PHA)
10. Paper packet submission only, All applications must be submitted in person to the CONG Human Resource Office 6848 South Revere Parkway, Centennial, Co 80112 No later than 1700hrs on/before closing date.

**POSITION COMPATIBILITY REQUIREMENTS:**

**The individual(s) must be a member of the Colorado AIR National Guard and qualify for and be placed in the following compatible MOS/AOC: N/A**

**MINIMUM APPOINTMENT REQUIREMENTS:**

1. A dynamic personality and high level of mental agility, capable of abstract thought and problem solving with minimal guidance, oversight, or assistance.
2. A full understanding that this position is a joint billet. The BAO position is one of only four DOD billets assigned to the country of Jordan, and will require ongoing mission planning/coordination with representatives from all service components. The BAO will routinely engage with personnel ranging from United States Government elected officials and SES Personnel, Service Secretaries, and DOD Joint Chiefs of Staff to the Company/Flight level.
3. A full understanding that this T10, ADOS, OTOT, is not considered initial entry into the T10/T32 AGR Programs.
4. Civilian degrees in International Affairs, World History, Languages, Political Science, Foreign Policy studies, International Economics, Sociology or similar studies preferred (not required).
5. Civilian Education: Bachelor's degree required, Masters preferred.
6. Experience working in support of the State Partnership Program or with foreign militaries in an advisory or training capacity preferred (not required)
7. Meet OCONUS standards for tour.
8. Must have current Top Secret w/SCI.
9. Standards of Conduct: National Guard members participating in this program are required to comply with state laws and with DoD 5500.7-R, The Joint Ethics Regulation (JER). They are required to uphold the highest standards of conduct and personal appearance. All family members must pass EFMP screening health requirements ([www.efmp.amedd.army.mil](http://www.efmp.amedd.army.mil)).
10. Strong verbal/written communication and interpersonal skills.

**BRIEF JOB DESCRIPTION:**

The Bilateral Affairs Officer is a member of the Military Assistance Program (MAP-J), Amman, Jordan. Service Member's (SM) duties encompass the core of the planning, and coordination of schedules and coordination of mil to mil and bi-lateral/multi-lateral training events, and numerous other activities. The MAP-J represents the United States CENTCOM, and is responsible for coordinating Security Assistance (SA) activities and Security Cooperation programs. One of these programs includes the State Partnership Program with the Colorado National Guard. Duties of the BAO include:

- a. Responsible for planning and coordinating State Partnership Program (SPP) and all other Title-10 Military-to-Military (M2M) events.
- b. Develop Event Concept Sheets.
- c. Supports all U.S. Military personnel performing such events in Host Nation.
- d. Principle POC and coordinates logistics requirement for all mil to mil, bi-lateral/multi-lateral, and special events.
- e. Maintain event database schedule of planned events as required.
- f. Assists in the development of MAP-J plans.

- g. Manages continuing response/progression to Host Nation requirements.
- h. Conducts coordination with Host Nation Points of Contact (POCs) for engagements.
- i. Ensure that requirements for follow-up actions are completed upon the conclusion of each event to include the receipt of formal After Action Reports (AARs) and updating of historical records.
- j. Recommends and assists in the development of follow-on events.
- k. Maintains communication and coordination with the CENTCOM Regional Program Manager (Desk Officers), CENTCOM service component, the State Partner's SPP Director and SPP Coordinator at JFHQ-CO.
- l. Coordinate and supervises Locally Employed Staff (LES) employee activities at the MAP-J as required.
- m. Coordinate activities with the Host Nation Liaison Officer.
- n. Coordinate procurement of Visas for Host Nation nationals with required embassies for conduct of business, if required.
- o. Assists and advises on Foreign Clearance Requirements for US personnel coming to the host country for events.
- p. Additional duties as directed by the Chief of the Military Assistance Program-Jordan.
- q. Coordinates with NG J5 to facilitate support of Security Cooperation objectives.
- r. Provides situational awareness of Jordanian political military and economic environment to NG chain of command ISO NG objectives.

**TOUR LENGTH:**

This is a two year temporary accompanied tour with a PCS move. Tour may be extended for twelve (12) additional months with combatant command (CCMD) and TAG approval in accordance with the Memorandum of Agreement (MOA) between The National Guard Bureau and the Central Command (CENTCOM).

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**SELECTING SUPERVISOR:**

Brig Gen Bruno