



**Colorado Air National Guard
Active Guard Reserve (AGR)
Position Announcement #
COANG 21-322**



<https://co.ng.mil/Jobs/Air-AGR/>

POSITION TITLE: Wing Primary Security Manager	AFSC: 3P071	OPEN DATE: 7 Jan 2021	CLOSE DATE: 22 Feb 2021
UNIT OF ACTIVITY/DUTY LOCATION: 140 Wing Buckley Air Force Base, CO 80011		GRADE REQUIREMENT: Minimum: E7 Maximum: E8	
SELECTING OFFICIAL: Lt Col Robert Bielanski DSN: 847-9955; Comm: 720-847-9955	(HRO Use Only) 009714401C	QUALIFICATION REQUIREMENTS: Must hold one of the following AFSC: 3P071/1N071/1C371	

AREAS OF CONSIDERATION

Category A: Current members of the Colorado Air National Guard
Category B: Fully qualified nationwide applicants (all members eligible to transfer to the COANG)

****Must hold one of the following AFSC: 3P071/1N071/1C371 - or service equivalency****

All applicants MUST meet the grade requirement and physical/medical requirements outlined

All applicants should be aware that the Colorado National Guard does not permit smoking in the work place. Smoking is permitted only in designated areas during scheduled breaks. Acceptance of an AGR position will cause termination from Selected Reserve Incentive Programs.

Position Requirements:

1. Open to AFSC qualified personnel only
2. TS/SCI Clearance required
3. Have previous SAP and or SCI security experience
4. Must have 3 years of GSSO/SSO/SSR experience (Government SAP Security Officer)/(Special Security Officer)/(Special Security Representative)
5. Must have physical security experience with ICD 705 (Intelligence Community Policies) Physical and Technical Standards for SCIF's
6. Must have alarm experience with Advantor and Vindicator alarm systems
7. Air Combat Command Advanced Program experience preferred
8. All applicants will first be subject to a resume/RIP review prior to interviews

Duties and Responsibilities:

1. Initiates and implements policies and procedures required to manage classified programs and to protect operational resources. Acts as resident expert on all classified security matters. Functions as the technical authority in all other areas of classified security and classification guidance. Duties require incumbent to maintain currency on a variety of different security program interrelationships, requirements, regulations and guidance in order to apply this knowledge to protect classified facilities and materials from espionage, sabotage, and destruction.
2. Establishes policies and procedures for accomplishment of classified protection and security. Develops goals and objectives that integrate organizational missions and security requirements. Researches, interprets, analyzes and applies Presidential Executive Orders, Intelligence Community Directive 705 (ICD), Defense Intelligence Agency Manuals, DoD Manuals (5200 series), Air Force Manuals, Air Force Instructions, and local Operating Instructions.
3. Serves as the Wing Government SAP Security Officer (GSSO) responsible for establishing, managing, and controlling all collateral and SCI classified information and material within the Advanced Programs Office affecting the Wing mission. Ensures office complies with all applicable construction and physical requirements, standards, and regulations as delineated by higher headquarters.
4. Works directly for the 140th WG Program Manager, reporting on the administration of the Advanced Programs Office. Determines the need for, development of, and maintenance of current Memorandums of Agreement with organizations to ensure adherence to security standards. Serves as the principal advisor to the Wing Commander on physical, computer, information, personnel, and administrative security. Recommends or makes changes in unit security policy and directives, based on personal analysis of very general policy directives and objectives. Affects waivers to established guides to meet command operational requirements

5. Manages and directs the activities and personnel within the Advanced Program Office. Plans and supervises work accomplished by assigned subordinates. Sets and adjusts short-term priorities and prepares schedules based on organization priorities and missions. Accepts, amends, or rejects work presented by subordinates.
6. Appoints Local courier officials that have a requirement to courier classified on base and coordinates with the Defense Courier Service (DCS).
7. Administers the security clearance program for all assigned personnel, ensuring all required clearances are up-to-date and completed. Tracks and administers program clearances for all in-processing personnel to ensure mission readiness. Terminates or transfers clearances for out-processing personnel. Provides GSSO services for other units located within the same geographic area. Incumbent meets with key customers to assess customer satisfaction and resolve problems that arise. Ensures that subordinates provide customer guidance and training.
8. Provides oversight of unit security self-inspections and presents detailed and comprehensive reports with corrective action taken to the Wing Commander. Follows-up to ensure complete and quality resolution of discrepancies. Assesses and revises policies and procedures to improve their quality, timeliness, and efficiency.
9. Represents the Advanced Program Office to a variety of installation and functional areas, including national-level organizations. Incumbent interfaces directly with DoD, Defense Intelligence Agency, National Security Agency, US Air Force, Air Intelligence Agency, major commands, combatant commands, and other national-level agencies to evaluate, guide, and adjust unit programs to meet changing security needs and requirements as personally assessed or as directed.
10. Performs other duties as assigned.

INSTRUCTIONS/INFORMATION FOR APPLICANTS

<p>Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities.</p>	<p>Individuals who have been separated from other military services for cause, unsuitability, or fitness for military service are not eligible to enter the AGR program.</p>	<p>IAW ANGI 36-101 "Initial tours may not exceed 6 years..." AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD.</p>
<p>In order to properly manage the promotion opportunities and proper career management in the AGR program, Colorado HRO force management policy considers an applicant's total active federal military service (TAFMS) as a factor in hiring. The organizational standard is >8 years for entry as an E7 or O4, >12 years for entry as an E8 or O5, and >16 years for entry as an E9 or O6. This is a baseline standard that may be waived on a case-by-case basis provided the waiver is in the best interest of the organization. If applicable, the selecting supervisor will seek a waiver on the applicant's behalf; applicants have no responsibility to seek a waiver to this policy.</p>	<p>Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, <i>Medical Examination and Standards</i>. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status.</p>	<p>An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Enlisted Airmen who are voluntarily assigned to a position which would cause an over-grade must indicate in writing a willingness to be administratively reduced in grade in accordance with AFI 36-2502, <i>Enlisted Airman Promotion/Demotion Programs</i>, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.</p>
<p>ANGI 36-101 "applicant must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members. Exceptions may be considered...."</p>	<p>This vacancy announcement may be used to create an order of merit list (OML) from which additional like vacancies may be filled without further competition. Applicants may remain on this OML for up to three months.</p>	<p>Any further questions regarding the AGR program may be answered in ANGI 36-101.</p>

APPLICATION PROCEDURES

- Complete applications must be received no later than 2359 Mountain Time on the close date.
- Applicants without email access may make special arrangements to deliver applications by contacting the Air AGR Office via one of the methods below.
- Applicants may include copies of training certificates or any additional documentation they feel is applicable to the position for which they are applying.

UNSIGNED OR INCOMPLETE PACKAGES WILL BE DISQUALIFIED

Required Documents:

1. NGB Form 34-1, version 20131111 (<http://www.ngbpdcc.ngb.army.mil/>)
2. Military Resume (Cover letter optional)
3. Last 3 Signed EPRs
4. Certificates of training per the Position Requirements
5. Current (within 30 days) Complete Records Review RIP (available on vMPF via AF Portal)
6. Current and passing Report of Individual Fitness from Air Force Fitness Management Systems II (AFFMS II)
7. Applicants who are NOT a member of the COANG must submit: [Job Application Prescreen Packet](#) (located under Forms tab on CONG jobs website: <https://co.ng.mil/jobs>)

**Attach all files as original pdf documents (not scanned) individually or in a single pdf portfolio.
Job Application Prescreen Packet may be scanned if necessary.**

Email applications to: amanda.vonholtum@us.af.mil

Applicants will receive confirmation of receipt and qualification status once the application is processed. If you do not receive confirmation within three business days, please contact MSgt Amanda Von Holtum at amanda.vonholtum@us.af.mil

REMARKS

Federal law prohibits the use of government postage for submission of applications.

The Colorado National Guard is an equal opportunity employer.

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.

Potential for promotion in the position is contingent upon assignment to the appropriate UMD grade, compliance with ANGI 36-101 grade compatibility requirements and, if applicable, the availability of an AGR control grade. Selection for the position at a higher grade does not automatically constitute the immediate availability of an AGR control grade required for promotion to the higher grade.