



# Colorado Air National Guard

## Traditional

### Position Announcement

#### COANG 19-045



<https://coang.joint.afpims.mil/Jobs/Air-Traditional/>

<b>POSITION TITLE:</b> COANG State Command Chief Master Sergeant	<b>AFSC:</b> Any	<b>OPEN DATE:</b> 1-May-19	<b>CLOSE DATE:</b> 31-May-19
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<b>UNIT OF ACTIVITY/DUTY LOCATION:</b> JFHQ-Air Staff Buckley AFB, CO 80011	<b>GRADE REQUIREMENT:</b> <b>Minimum: E9    Maximum: E9</b>
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<b>SELECTING SUPERVISOR:</b> Brig Gen Floyd W. Dunstan	<b>VACANCY</b> 070309934	<b>PHYSICAL PROFILE:</b> <i>(Officer N/A)</i> PULHES – 333333    X Factor – G    ASVAB – N/A
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#### AREAS OF CONSIDERATION

<input checked="" type="checkbox"/> Traditional	<input type="checkbox"/> Nationwide (Military eligible for membership in the COANG)
<input checked="" type="checkbox"/> Current COANG members	<input type="checkbox"/> Commissioning Opportunity
<input checked="" type="checkbox"/> Enlisted	<input type="checkbox"/> Officer

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

#### DUTIES AND RESPONSIBILITIES

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Must meet all duties and responsibilities IAW AFI 36-2109, to include:

- Provide general supervision of the organization’s enlisted force.
- Understand AF doctrine and core leadership competencies and communicate these to the force.
- Understand the operation and mission of the organization and all subordinate elements and ensure the enlisted Airmen understand the command’s mission and their role in executing that mission.
- Represent the commander at various meetings.
- Serve as an active participant on appropriate advisory boards (enlisted advisory council, etc.).
- Regularly visit Airmen, to include traveling to geographically separate subordinate units/elements.
- Establish and maintain rapport with Commanders, other CCMs and senior enlisted personnel.
- Serve as a liaison to, and work closely with, the local community.
- Evaluate the quality of enlisted leadership, management and supervisory training by visiting, briefing at and sitting on panels for professional military education facilities, First Term Airman Center, professional enhancement programs (enlisted, civilian and officer, when applicable), professional organizations, career assistance advisors, junior enlisted councils, etc. Additionally, review the curriculum and effectiveness of enlisted developmental programs.
- Coordinate on all communications impacting the enlisted force or base community.
- Assist in the professional growth and mentoring of civilian and officer supervisors of enlisted, the organization’s CGOs and new Squadron Commanders, as required.
- Evaluate, oversee and support enlisted professional military education, retention efforts, professional enhancement programs, off-base recruiters’ efforts, dormitory management and the base Honor Guard.
- Maintain a comprehensive quarterly and annual recognition program including the 12 Outstanding Airmen of the Year selection process.
- Advise the Adjutant General/Assistant Adjutant General (TAG/AAG) on quality-of life issues and concerns of the enlisted Airmen.
- Maintain liaison with TAG, Assistant Adjutant Generals for Air and Army, the State Command Sergeant Major, Director of Staff, and other Joint Force Headquarters Staff members.

## DUTIES and RESPONSIBILITIES (Cont'd):

- Manage the organization's Stripes for Exceptional Performers 1 & 2 and Enlisted Airmen Promotion/Demotion Programs. State CCMs will manage this program to include advertising the program, boarding applicants, advising the Adjutant General on the board recommendations, forwarding selected packages to ANG for approval and following program term limits to ensure they are adhered to by the state. Enlisted promotion or recognition packages will be managed by the State CCM.
- Understand and participate in the state force management plan concerning enlisted members, through Selective Retention and AGR Continuation Board's.
- Make recommendations for improvement, expansion, increased COANG enlisted involvement and command utilization, etc., and oversees the development of COANG-wide standard operating procedures and other guides that further the understanding among enlisted personnel and provide dynamic motivation for efforts toward attainment of readiness.
- Perform other duties as required/directed by their commander.

## SPECIALTY QUALIFICATIONS:

- Must have a minimum of a CCAF or other accredited Associate degree, and be current on all PME requirements, commensurate with current position.
- Must meet AF Standards of good physical health and demonstrated consistent fitness levels at or above the minimum standard.
- Must have the ability to speak clearly and distinctly.
- Must be world-wide qualified (both deployments and assignment), and not have a permanent ALC "C3".
- CMSgts selected for assignment to a CCM position must attend the ANG Chiefs Orientation Course (if not previously attended), and attend the first available Command Chief Master Sergeant (CCM) orientation course no later than six months from selection.

## APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to the location below. Complete applications must be received no later than 2359 on or before the closing date.

\*\*\*Selecting officials have the right to hold package review boards prior to in-person interviews\*\*\*

**Incomplete packages will not be considered for the position vacancy**

1. Official AF Biography with Photo.
2. Letter of Intent in addition to, a current Civilian or Military Resume.
3. CURRENT (w/in 90 days) Records Review RIP (available on vMPF via AF Portal).
4. CURRENT Points Credit Summary (available on vMPF via AF Portal).
5. CURRENT and PASSING Report of Individual Fitness (from Air Force Fitness Management Systems (AFFMS))
6. Additional requirements:

**Add any other documentation you want provided.**

**\*\*\*SUBMIT ELECTRONIC ONLY\*\*\***

## QUESTIONS?

If you have any questions on package submission you may contact 720-847-9302/DSN 847-9302 or email to the below email addresses. If you have any position related questions please contact the selecting supervisor.

### E-MAIL APPLICATIONS TO MPS:

Shaunte.l.kerford.mil@mail.mil  
Lydia.L.Hanson.mil@mail.mil;  
julia.p.warner2.mil@mail.mil

**OR:**

### SUBMIT APPLICATIONS VIA AMRDEC

SAFE: <https://safe.amrdec.army.mil/safe/>

Shaunte.l.kerford.mil@mail.mil  
Lydia.L.Hanson.mil@mail.mil;  
julia.p.warner2.mil@mail.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.