



ARMY NATIONAL GUARD AGR VACANCY ANNOUNCEMENT
JOINT FORCE HEADQUARTERS-COLORADO
OFFICE OF THE ADJUTANT GENERAL
6848 South Revere Parkway
Centennial, Colorado 80112-6709

ANNOUNCEMENT NUMBER: 25-123

DATE: 04 May 25

CLOSING DATE: 04 Jun 25 (21:59 MDT)

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
Education Services Officer, PARA 209A LINE 01, O3, 42B

APPOINTMENT FACTORS:	OFFICER(X)	WARRANT OFFICER()	ENLISTED()
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LOCATION OF POSITION:

W8AZAA COARNG ELEMENT JFHQ, 6848 SOUTH REVERE PARKWAY CENTENNIAL CO

WHO MAY APPLY:

Must be a current member of the CO National Guard within the grade(s) of OCS and O3.

AREA OF CONSIDERATION: This position is open to the grades of O3.

INSTRUCTIONS FOR APPLYING: The documents listed below **ARE THE ONLY AUTHORIZED** documents to be submitted. 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. NGB 34-1 (dated 20131111) must be complete with original signature and memos (Must submit explanation memos for yes selections except for question #9 and #17).
2. Photocopy of last 3 OERs (must submit memorandums for gaps in OERS).
3. Security Clearance Verification Memo
4. Copy of all DD214's / NGB 22's showing all prior service.
5. NGB Form 23b, RPAM Statement (National Guard only).
6. Medical Protection System Individual Medical Readiness (IMR) dated within the last 12 months.
7. Soldier Talent Profile (STP) dated within 3 months.
8. Individual Training Report (ITR) from DTMS showing passing ACFT and Height/Weight within the last six months
9. Profiles must be attached if applicable. Pregnancy itself is not a disqualifier.

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 42B

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must be 42B qualified within 12 months of hire.
2. OCS Candidates that have certificate of eligibility to commission are able to apply for this position.
3. Must possess a current Secret clearance.
4. AGR Soldiers on initial tours are stabilized for the first 18 months and are ineligible to apply for this position.
5. IAW AR 600-8-19 Current AGR Soldiers must have 18 Months in their current assignment if they were promoted to be eligible to apply for the lateral assignment.
6. PCS funds subject to availability.
7. All application packets must be submitted online @ <https://ftsmcs.ngb.army.mil/Protected/Jobs>. Emailed packets will not be accepted, unless the applicant is deployed. If applicant is deployed, make sure you annotate on subject line of email (DEPLOYED) name and announcement number. Deployed applicants should send application emails to ng.co.coarng.list.agr@army.mil.

BRIEF JOB DESCRIPTION:

The Education and Incentives Officer serves as the principal advisor and consultant within the Colorado Army National Guard, responsible for the development, management, and administration of the education, incentives, testing, and guidance programs. This position plays a critical role in supporting the educational and incentive needs for over 3,500 Soldiers and ensures compliance with federal and state regulations.

Key Responsibilities and duties include:

1. Program Supervision and Management: Oversee the education and incentives programs, ensuring they align with state and federal guidelines. Manage program budgets and resources effectively.
2. Advisory Role: Act as the principal advisor to battalion and unit commanders on educational opportunities and incentive needs of personnel, providing guidance on policy implementation.
3. Data Collection and Analysis: Collect, analyze, and disseminate data related to educational initiatives and incentives. Conduct continuous evaluations to assess program effectiveness and make recommendations for improvement.
4. Policy Development: Formulate and revise human resource and administrative procedures based on interpretations of regulations from federal and state authorities, including the U.S. law, Department of Defense, and National Guard Bureau.

5. Strategic Planning: Collaborate with leadership to develop strategic plans for educational advancement and incentives that support personnel development and unit readiness.
6. Workload Management: Balance and prioritize various program workloads to ensure timely execution and responsiveness to the needs of personnel and commanders.
7. Supervision of Personnel: Manage staff involved in the education and incentives programs, providing leadership, mentorship, and performance evaluations to ensure a high level of team performance.
8. Communication and Outreach: Facilitate communication with Soldiers regarding available educational and incentive programs, ensuring they are informed of opportunities and requirements.
9. Compliance Monitoring: Ensure compliance with all relevant regulations and policies concerning educational programs and incentives, conducting inspections and investigations, as necessary.
10. Continuous Improvement: Engage in continuous professional development to stay current with best practices in education and incentives, fostering innovation in program delivery and support.

Other duties as assigned.

****This position is open to OCS with certificate of eligibility through the rank of O3.****

SELECTING SUPERVISOR:

LTC Virginia Usher

CONTACT INFO:

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(Email) ng.co.coamg.list.agr@army.mil

EQUAL OPPORTUNITY:

The Colorado National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be accessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, sex, national origin, or reprisal.