



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: 26-099

DATE: 13 Aug 26

CLOSING DATE: 10 Sep 26 (21:59 MDT)

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:
S3 TRAINING NCO, PARA 104 LINE 14, E7, 18X

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

HHD 5TH SF BATTALION 19TH SF GROUP 1ST SF REGIMENT, 5049 FRONT RANGE PARKWAY WATKINSCO

WHO MAY APPLY:

Must be a current member of the CO National Guard within the grade(s) of E6 and E7.

AREA OF CONSIDERATION: This position is open to the grades of E6 to E7.

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 5 OERs/NCOERs (Must submit memos for gaps in OERs/NCOERs and Service Members with DOR less than 5 years).
3. Copy of Soldier Talent Profile (STP) w/ ASVAB scores dated within 3 months.
4. Medical Protection System Individual Medical Readiness (IMR) dated within the last 12 months.
5. Security verification memo dated within the last 3 months
6. DA 5016 from My Retirement Points tile on IPPS-A or most recent NGB 23A (RPAM) from iPERMS
7. Report from ATIS showing passing AFT and Height/Weight within the last six months (DA 705 and DA 5500/5501 accepted in lieu of ATIS report)
8. Copy of all DD214's / NGB 22's showing all prior service.
9. Profiles must be attached if applicable. Pregnancy itself is not a disqualifier.
10. Exception to Policy (ETP) memo for AGR Soldiers who are under 36 months in their current assignment. Does not apply for promotion opportunity announcements

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must qualify for and be placed in the following compatible MOS/AOC: 18X

MINIMUM APPOINTMENT REQUIREMENTS:

1. Must be 18 series MOS qualified to apply for this position.
2. Must have current Secret Clearance
3. PCS funds subject to availability.
4. Per the COARNG AGR Stabilization Policy dated September 2025, AGR Soldiers serving less than 36 months in their current assignment are ineligible for application unless the announcement pertains to a leadership position or an Exception to Policy Memo (ETP) is attached with application.
5. 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:

Special Forces Battalion S-3 Training NCO

Position Overview

Serves as the battalion-level training manager and primary enlisted coordinator for all Service Member training requirements across a Special Forces Battalion. Acts as the central point of synchronization for resourcing, scheduling, and validating military schools, specialty training, readiness certifications, and travel arrangements. Provides direct support to the Battalion S-3 and serves as the higher-level counterpart to the Readiness and Training NCOs within subordinate SF companies, ensuring seamless coordination and unified training standards.

Duties and Responsibilities

- Manages and tracks all battalion training requirements, including mandatory schools, SOF-specific training, MOS-related courses, and professional development events.
- Coordinates with Company Readiness/Training NCOs to consolidate training needs, validate eligibility, prioritize requests, and develop battalion-wide training plans.

- Produces, routes, and manages student packets, ATRRS reservations, quota fills, and course prerequisites; ensures compliance with regulatory and USASOC training standards.
- Generates travel orders, itineraries, and supporting documentation for TDY events using the Defense Travel System (DTS); ensures Soldiers receive timely and accurate authorization and voucher support.
- Synchronizes training schedules with Battalion and Company operational timelines, taking into account deployment cycles, ODA training plans, and mission requirements.
- Tracks and reports individual and collective training readiness using DTMS, ATMS, and other training management systems.
- Serves as the battalion focal point for SOF-unique training programs, certification requirements, and specialized schools, ensuring equitable distribution of quotas and alignment with operational priorities.
- Ensures Soldiers meet all prerequisites for high-risk or specialty training, including medical, administrative, and equipment requirements.
- Coordinates with external training providers, USASOC schools, installation agencies, and higher headquarters to secure training allocations and manage last-minute changes.
- Maintains accurate training records, calendars, and dashboards for reporting to Company Command Teams, Battalion leadership, Group HQ, and higher echelons.
- Conducts quality-control checks on orders, travel requests, and training documentation to prevent administrative errors and ensure compliance.
- Advises the Battalion S-3, XO, CSM, and Company leadership on training readiness trends, inefficiencies, risks, and opportunities for improvement.
- Provides mentorship and guidance to Company Training/Readiness NCOs, enhancing consistency and effectiveness across the battalion.

Key Competencies

- High proficiency with DTS, ATRRS, DTMS, ATMS, and SOF-specific training systems.
- Strong understanding of Army and SOF training requirements, certification pathways, and schoolhouse processes.
- Excellent organizational, communication, and coordination skills across diverse and high-tempo operational units.
- Ability to manage complex scheduling, last-minute changes, and multi-unit requirements in dynamic environments.

SELECTING SUPERVISOR: MSG MARSHALL TUCKEY

CONTACT INFO:
MSG ELYSSA NAVARRO
(DSN)
(Com) (720) 250-1309
(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.