



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: 23-066

DATE: 17 Mar 23

CLOSING DATE: 31 Mar 23 (21:59 MST)

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:  
READINESS NCO, PARA 301 LINE 07, E7, 18E

APPOINTMENT FACTORS:            OFFICER()    WARRANT OFFICER()    ENLISTED(X)

**LOCATION OF POSITION:**

B CO, 5/19 SFG(A) BN, 7850 DEVENS STREET BLDG 7462 FORT CARSON, CO

**WHO MAY APPLY:**

Must be a current on-board AGR in the State of CO 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 NCOERs (must submit memorandums for gaps in NCOERS).
3. Certified Selection Board Copy Enlisted Record Brief (ERB)
4. Copy of all DD214's / NGB 22's showing all prior service.
5. NGB Form 23b, RPAM Statement (National Guard only).
6. Security Clearance Verification Memo
7. Medical Protection System Individual Medical Readiness (IMR) dated within the last 12 months.
8. DA 705 with passing APFT/ACFT and HT/WT annotated. IAW NGB PPOM 22-023, a current passing APFT score is valid for use as the ACFT requirement until 31 March 2023.
9. DA 5500 or 5501-R if applicant does not meet HT /WT standards.
10. 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: 18E**

**MINIMUM APPOINTMENT REQUIREMENTS:**

1. Applicants must be 18E MOS qualified.
2. Must possess a current Secret clearance
3. PCS funds subject to availability.
4. AGR Soldiers on initial tours are ineligible to apply for this position.
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.coarmg.list.agr@army.mil](mailto:ng.co.coarmg.list.agr@army.mil).

**BRIEF JOB DESCRIPTION:**

The Readiness NCO will be involved in the day-to-day conduct and supervision of these functions and act as the commander's representative and spokesman in the daily operation of the unit to ensure the highest readiness status of the unit.

**DUTIES AND RESPONSIBILITIES**

Responsible for supervising the successful accomplishment of all commander's objectives to include readiness, mobilization, administrative, and logistics tasks. Advises the commander on training, logistics, personnel and Unit mobilization readiness requirements and ensures that the unit develops, updates and maintains comprehensive mobilization plans. The Readiness NCO supervises the duties performed by the unit's full-time administrative and logistics personnel. These include the duties of the unit supply NCO in maintaining property accountability, ensuring all required equipment is on hand or on valid requisition, scheduling all required inventories, audits and reconciliations, and maintenance activities. Attends all unit training assemblies, additional training assemblies, and annual training periods. Ensures that preparatory visits are conducted as necessary to training sites to ensure availability of such sites and to procure training areas, ranges, training equipment, and other facilities required by the unit. Responsible for supervising the implementation and accomplishment of the Battalion Training Management System (BTMS) at company/detachment level.

**SELECTING SUPERVISOR:**

SGM ANGEL GARZA 720-250-2938

**CONTACT INFO:**

SSG ALFRED ROBERSON  
(DSN) 2501216  
(Com) 7202501216  
(Email) alfred.r.roberson2.mil@army.mil

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**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, gender, national origin, or reprisal, except as the direct combat probability coding policy applies to women.