



**DEPARTMENT OF THE AIR FORCE  
MASSACHUSETTS NATIONAL GUARD**

Human Resources Office  
2 Randolph Road  
Hanscom AFB, Massachusetts 01731-3001



**ACTIVE GUARD RESERVE (AGR) – MILITARY VACANCY ANNOUNCEMENT #102-23-01**

**OPEN DATE: 1 October 2022**

**EXPIRATION DATE: 1 November 2022**

**Open To: All current members of the Massachusetts Air National Guard and all those eligible to enlist in the Massachusetts Air National Guard, who possess the 9-skill level in Security Forces.**

<b>Number of Positions:</b>	<b>One</b>
<b>Position Title:</b>	<b>Security Forces Manager</b>
<b>Unit/Duty Location:</b>	<b>102 SFS 197 Grandville Ave, Otis ANGB, MA 02542</b>
<b>Minimum/Maximum Grade Authorized:</b>	<b>SMSgt/E-8 – CMSgt/E-9</b>
<b>Duty AFSC:</b>	<b>3P000</b>
<b>Required ASVAB:</b>	<b>N/A</b>
<b>Security Clearance:</b>	<b>Secret</b>
<b>PULHES:</b>	<b>2 2 2 2 2 1</b>

**POC: Maj Peter J. Messina, email peter.messina.1@us.af.mil**

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**\*POSITION IS CONTINGENT UPON THE AVAILABILITY OF FUNDS AND RESOURCES\***

**\*E-9 CONTINGENT UPON THE AVAILABILITY OF A CONTROLLED GRADE\***

**\*PCS Authorized\***

**SPECIALTY SUMMARY:**

Leads, manages, supervises, and performs security force (SF) activities in direct support of two-thirds of the United States Nuclear Enterprise; weapon system and physical security; law and order; military working dog; combat arms and area security operations. Related DoD Occupational Subgroup: 107000.

**DUTIES AND RESPONSIBILITIES:**

1. Leads, manages, supervises, and performs force protection duties employing up to the use of deadly force to protect personnel and resources. Protects nuclear and conventional weapons systems and other critical resources. Performs air base defense functions contributing to the force protection mission. Defends personnel, equipment, and resources from hostile forces throughout the base security zone of military installations. Operates in various field environments, performs mounted and dismounted individual and team patrol movements, tactical drills, battle procedures, convoys, military operations other than war, antiterrorism duties, and other special duties. Operates communications equipment, vehicles, intrusion detection equipment, individual and crew-served weapons, and other special purpose equipment. Applies self-aid buddy care and life saving procedures as first responders to accident and disaster scenes.

2. Provides armed response and controls entry to installations and protection level resources. Detects and reports presence of unauthorized personnel and activities and implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Directs vehicle and pedestrian traffic; investigates motor vehicle accidents, minor crimes, and incidents; and operates speed measuring, drug and alcohol, and breath test devices. Secures crime and incident scenes; apprehends and detains suspects; searches persons and property; and collects, seizes, and preserves evidence. Conducts interviews of witnesses and suspects and obtains statements and testifies in official judicial proceedings. Responds to disaster and relief operations and participates in contingencies.
3. Develops plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities and provides oversight, guidance, and assistance to commanders with the application of physical security and force protections in support of priority resources. Operates pass and registration activities and supervises and trains SF augmentees. Employs and utilizes the Incident Command System construct during emergency planning, response recovery operations. Inspects and evaluates effectiveness of SF personnel and activities.
4. Provides guidance on employment and utilization of military working dog teams. Ensures proficiency training and certification standards are maintained. Employs military working dogs to support worldwide security force operations and executive agency requirements to include nuclear, Presidential support, federal law enforcement and national strategic programs. Ensures health and welfare of military working dogs. Trains handlers and military working dogs on all aspects of military working dog training. Maintains dog training and usage records and is responsible for storage, handling, and security of drug and explosive training aids.
5. Leads, manages, supervises, and implements ground weapons training programs. Controls and safeguards arms, ammunition, and equipment and instructs ground weapons qualification training. Provides guidance on weapons placement to security forces and ground defense force commanders. Inspects ground weapons and replaces unserviceable parts and analyzes malfunctions by inspection and serviceability testing. Uses precision gauges, testing instruments, and special tools to adjust parts and operating mechanisms. Function-fires weapons for accuracy and serviceability. Controls and operates firing ranges and associated facilities to include supervising construction and rehabilitation.

#### **SPECIAL REQUIREMENTS:**

1. Knowledge is mandatory of: Weaponry, laws, directives, programs, policies, and procedures governing SF activities; installation security; weapon system and resource security; anti-terrorism; law enforcement and investigations; military working dogs; air base defense; training; pass and registration; civilian work force; and combat arms.
2. Education. For entry into this specialty, completion of high school or General Equivalency Diploma.
3. Training. The following training is mandatory for award of the AFSC indicated in addition to successful completion of applicable Career Development Course requirements listed in the Career Field Education and Training Plan:
  - a. 3P031. Completion of the security forces (SF) apprentice course.
  - b. 3P0X1A. Completion of the military working dog handler course.
  - c. 3P0X1B. Completion of the combat arms apprentice course.
  - d. 3P071. Completion of the Security Forces course and the in-residence Security Forces Craftsman course.
4. Experience. For award of AFSC 31P3, a minimum of 24 months of experience is mandatory in an SF officer billet.
  - a. 3P031. Completion of the security forces (SF) apprentice course.
  - b. 3P0X1A. Completion of the military working dog handler course.
  - c. 3P0X1B. Completion of the combat arms apprentice course.
  - d. 3P071. Completion of the Security Forces course and the in-residence Security Forces Craftsman course.

5. Experience. The following experience (if listed) is mandatory for award of the AFSC indicated in addition to successful completion of applicable task requirements listed in the Career Field Education and Training Plan:
  - a. 3P051. Qualification in and possession of AFSC 3P031.
  - b. 3P051A. Qualification in and possession of AFSC 3P031A.
  - c. 3P051B. Qualification in and possession of AFSC 3P031B.
  - d. 3P071. Qualification in and possession of AFSC 3P051/A/B. Also, experience supervising or performing functions such as weapon systems and resource security, air base defense, law enforcement, military working dog functions, or combat arms functions.
  - e. 3P091. Qualification in and possession of AFSC 3P071. Also, experience in leading and directing SF activities.
  
6. Other. The following are mandatory as indicated:
  - a. For entry into this specialty:
    - i. Normal color vision as defined in AFI 48-123, Medical Examinations and Standards. 3.5.1.2. No history of excessive alcohol use or been arrested in the past two years for two or more alcohol related incidents regardless of disposition, except when found not guilty.
    - ii. Must not have used a substance (sniffing/huffing) to obtain an altered conscious state from aerosol spray, lighter fluid, petro chemical, adhesives, Freon, or any other chemical for a purpose not intended for use.
    - iii. No more than one active wage garnishment for delinquency.
    - iv. No more than two delinquent charge off/collection ( $\geq$  30 days) payments within last two years.
    - v. Within three years prior to entry into military service, not have been terminated from civilian employment more than twice for reasons of misconduct, theft, or alcohol use.
    - vi. No record of sleep disorders to include, but not limited to, sleep apneas, insomnias, hypersomnias, narcolepsy, or restless leg syndrome.
    - vii. No current diagnosis of Attention Deficit Disorder/Attention Deficit Hyperactivity Disorder or perceptual or learning disorder(s), with no use of medication(s) to treat same in the last 12 months.
    - viii. No history of any of the Bipolar and Related Disorders, Depressive Disorders, or Anxiety Disorders.
    - ix. See attachment 4 for additional entry requirements.
    - x. For entry into 3POX1A/B, qualification in and must possess a minimum 3P031 AFSC and two years of total active federal military service. ANG/AFRC personnel must be at least an A1C with 2-years time in service (TIS) up to a TSgt with less than 16-years TIS.
    - xi. Must earn a minimum of 5 on the Security Forces 3-Facet model completed in Tailored Adaptive Assessment System (TAPAS).
  - b. For entry, award, and retention of these AFSCs, the following are mandatory:
    - i. No recorded evidence of personality disorder that negatively affects duty performance.
      1. Must not have a sustained or untreatable emotional instability to include depression or suicidal ideations.
      2. Must not have a record of suicidal attempts, gestures, threats or history of self-mutilation.
    - ii. Distance visual acuity correctable to 20/20 in one eye and 20/30 in the other.
    - iii. Qualification for arming, suitability to arm, or suitability under Personnel Reliability Assurance Standards IAW AFI 31-117, Arming and Use of Force by Air Force Personnel. 3.5.2.4. Never been convicted by a general, special, or summary courts-martial.
    - iv. Never received non-judicial punishment under the UCMJ for offenses involving substantiated drug abuse as defined in AFI 44-121, Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program. 3.5.2.6. Never been diagnosed with a severe substance use disorder by a

- certified medical provider. For the purpose of retention standards as part of this classification directory, alcohol related disorders are defined separately from other substance use disorders.
- v. Never received nonjudicial punishment for acts of larceny, wrongful appropriation, robbery, burglary, housebreaking, misconduct in combat as defined in UCMJ articles 99-106, or any act that harms or has the potential to harm the physical safety or well-being of animals to include Military Working Dogs.
  - vi. Never have been convicted by a civilian court of a Category 1 or 2 offense. Conviction of Category 3 offenses are not acceptable for entry into the AFSC. After award of the AFSC, conviction of Category 3 offenses are grounds for withdrawal of the AFSC if deemed appropriate by the commander. Category 4 traffic offenses alone are not disqualifying. Offenses are described and listed in AFI 36-2002, Regular Air Force and Special Category Accessions, Uniform Guide List of Typical Offenses.
  - vii. No speech disorder or noticeable communication deficiency as defined in AFI 48-123. 3.5.2.10. Individuals who have had their spleen removed are not eligible for assignment to the military working dog program or any canine functions.
  - viii. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Vehicle Operations. 3.5.2.12. No diagnosed fear of heights or confined spaces.
  - ix. No documented record of gang affiliation.
  - x. No fear working around nuclear weapons or components, nor have an identifiable negative opinion of the role of nuclear weapons in our nation's strategic deterrent mission.
  - xi. Must not have used/distributed/manufactured illicit narcotics as defined in schedule I/II, used a drug that can cause a flashback, or been arrested for narcotics in schedules I through V as listed in 21 USC §812. Exclude use of marijuana, hashish, or other cannabis-based products for entry unless that use resulted in the documentation of a use disorder by a credentialed medical provider.
  - xii. Never failed (or failed to participate in) prescribed rehabilitation program or treatment regimen after being diagnosed by a certified medical provider with an alcohol use disorder.
- c. For award and retention of these AFSCs, must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.
  - d. Specialty requires routine access to Tier 3 (T3) information, systems or similar classified environments. For award and retention of AFSCs 3P0XX, completion of a current T3 Investigation required IAW DoDM 5200.02, AFMAN 16-1405, Air Force Personnel Security Program, is mandatory.

NOTE: Award of the entry level without a completed T3 Investigation is authorized provided an interim Secret security clearance has been granted according to DoDM 5200.02, AFMAN 16 -1405.

#### **MINIMUM QUALIFICATION REQUIREMENTS:**

1. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Assessment score are ineligible for entry into the AGR program.
2. Air National Guard members must meet the physical qualifications outlined in AFI 48-123 prior to entry on AGR duty.
3. An applicant on a medical profile may apply for AGR tours as long as meet the aforementioned requirement and subsequently are medically cleared off any DLC/medical profile prior to starting a new AGR tour.
4. Applicants who do not hold the duty AFSC for the advertised position must meet minimum ASVAB requirements.

5. Must meet any Special Requirements as specified in the Position Description.
6. Failure to obtain and maintain a SECRET or TOP SECRET (if applicable) security clearance will result in removal from the AGR program.
7. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
8. IAW ANGI 36-101, paragraph 5.3., to accept an AGR position, an applicant's military grade cannot exceed the maximum military authorized grade for the AGR position. Overgrade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an overgrade status.
9. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
10. IAW ANGI 36-101, paragraph 5.10, applicants should be able to complete 20 years of active federal service prior to Mandatory Separation Date (MSD). Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
11. IAW ANGI 36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement when in the best interest of the unit, State, or Air National Guard.
12. Entry/retention requirements for AFS are outlined in the AFECD/AFOCD.

**LENGTH OF TOUR:**

Initial AGR tour orders are probationary. The probationary period will be a minimum three years. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

**APPLICATION REQUIREMENTS:**

- 1. NGB Form 34-1, signed <https://massnationalguard.org/assets/ngb-form-34-1.pdf>
  - 2. Current Report of Individual Personnel (RIP): Obtain from Virtual Military Personnel Flight (vMPF)
    - Click "Record review/Update"
    - Scroll to bottom on left hand panel click "view/print all pages"
    - A printer friendly window should pop up to print, if not, right click on page and scroll down to print
  - 3. Copy of last promotion order (OFFICERS ONLY) may be obtained from PRDA
  - 4. AF Form 422: Must be obtained and verified by Medical Group within 6 months of submission
    - \*For enlisted members **NOT** part of the MA ANG the AF 422 **MUST** be within 2 years
    - \*For officers **NOT** part of the MA ANG **OR** commissioning opportunity the AF 422 **MUST** be within 1 year and include the following:
      - Purpose of physical: Commissioning / Officer Transfer / Officer Reappointment
      - Date of physical exam / PHA / RCPHA
      - Physical is cleared for Commission / Officer Transfer / Reappointment Statement
  - 5. Air Force Fitness Management System II (AFFMS) Fitness Report: Current, passing within 12 months
  - 6. SF 181, Ethnicity and Race Identification <https://massnationalguard.org/assets/sf-181.pdf>
  - 7. Pre-Employment Reference Check Form <https://www.massnationalguard.org/assets/pre-employment-reference-check2.pdf> (not required for current permanent MA ANG AGRs)
  - 8. CORI, signed (not required for current permanent MA ANG AGRs)  
<https://www.massnationalguard.org/assets/cori-request-baker--2016.pdf>
  - 9. Copy of driver's license, front and back (not required for current permanent MA ANG AGRs)
  - 10. Last 3 EPR/OPR \*A MFR must be submitted for any missing EPR/OPR
  - 11. Retraining Acknowledgment Document (required for applicants who do not hold the AFSC – Contact SMSgt Tracy Sylvia for template)
  - Proof of COVID vaccination or approved accommodation
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- Use the Wingman concept to proof read application
  - All required documents must be submitted electronically as **ONE** .pdf file to SMSgt Tracy Sylvia NLT 2359 on the advertisement expiration date
  - Include **ONLY** the documents listed above