**CATEGORY - 2**

JOINT FORCES TITLE 32 AGR VACANCY ANNOUNCEMENT

DIVISION OF MILITARY & NAVAL AFFAIRS

ATTN: MNHF-AGR

330 OLD NISKAYUNA ROAD

LATHAM, NEW YORK 12110-3514

Army: (518) 786-4722 / DSN: 489-4722

**\*SUBMIT PACKET AS ONE PDF FILE\***

**ANNOUNCEMENT NUMBER**: JB25-017  **Minimum Grade**: O3/CPT

**OPENING DATE**:  8 November 2024 **Maximum Grade**: O4/MAJ

**CLOSING DATE**:  8 December 2024 **Number of Positions**: 1

**POSITION TITLE**: J35 Future Operations Planner

**PARA-LIN**: N/A

**MOS**: O01A

**\*\*\*\* ONE TIME OCCASIONAL TOUR (OTOT)\*\*\*\***

**OTOT TOURS OF SERVICE ARE SUBJECT TO CHANGE AT ANYTIME DUE TO UNIT MOBILIZATION STATUS, FUNDING OR OTHER UNFORSEEN CIRCUMSTANCES.**

**SALARY**:   Full Military Pay and Allowances, depending on rank and longevity of Soldier.

**UNIT & LOCATION**: (W8BNAA) JFHQ-NY, J35 330 Old Niskayuna Rd, Latham, NY 12110

**SELECTING OFFICIAL**:   Selection Board

**CATEGORY OF CONSIDERATION**:   **CATEGORY – 2**

**DEFINITION OF CATEGORIES OF CONSIDERATION**:

Category 1 = Applications accepted ONLY from current AGR members of the NYARNG.

Category 2 = Applications accepted from ALL sources (Traditional, AGR & Prior Service).

**Required Security Clearance: SECRET**

**POSITION DESCRIPTION:** Future Operations (J35) Officer in the New York Military Forces (NYMF) State Headquarters. Maintains thorough understanding of the Joint Planning Process (JPP) and the Army's Military Decision Making Process (MDMP) to plan and synchronize Civil Support Operations (CSO) within the deliberate and crisis action planning environments. Organizes the Future Operations Cell and the Operations Synchronization (OPSYNCH) meeting to facilitate the production of Execution Orders (EXORDS) and associated modifications (MODs). Develops, implements and evaluates staff estimates and supporting products such as the Synchronization Matrix (SYNCHMAT) and Execution Checklist (EXCHECK) for the execution of NGCS operations, exercises, and other NYNG events as required. Conducts routine staff coordination with JFHQ-NY, National Guard Bureau, and State Agencies. Compiles all Operational Data to facilitate historical reporting requirements and reimbursement.

**APPOINTMENT FACTORS**:

- Applicants must meet selection criteria referenced in NGR 600-5 and AR 135-18 as applicable. All applicants must be able to obtain a Secret security clearance within the first 12 months of hiring date.

- Per NGR 600-5 para 3-6, f. (6) all applicants must not reach 18 years of Active Service as a result of OTOT tour.

**APPLICATION INSTRUCTIONS:**

Deployed (OCONUS) Soldiers are only required to submit a completed NGB form 34-1, and any additional documents they have the ability to access/provide. Application packets must be complete with all required documentation when received; packets received without required, completed forms will be returned. Returned application packets will include a cover memo reflecting a list of missing/incomplete documents. Applicants must include the referenced job announcement number and position applied for; all applicable questions must be answered correctly with signature and date included.

Emailed applications must be complete and received prior to the established closing date.

MNHF-AGR **will not** accept paperwork to be added to original packet previously received or accept packets after established closing date. There are **NO EXCEPTIONS** to this policy.

Applicants who submit their packet within the last 48 Hours of announcement closing will not have their application pre-screened for deficiencies. Applications with deficiencies at the time of closure will have their application returned without action.

**Email application to** [ng.ny.nyarng.mbx.army-agr-apps-emo@army.mil](mailto:ng.ny.nyarng.mbx.army-agr-apps-emo@army.mil)

**Announcement number and position title in Subject line of email.**

**Send as ONE PDF File**

**REQUIRED DOCUMENTS:**

- **NGB Form 34-1** (signed)

- **DA Form 705** – Most recent passing ACFT

**- DA 5500/5501 or DTMS Screenshots -** Within 6 months of application submission

- **DD-214** (copy #4) of all previous DD Form 214's (Not required for on board NYARNG AGR personnel; on board AGR personnel will provide a copy of their RPAS/RPAM).

- **NGB Form 22** (as applicable)

- **Selection Board Record Brief**

- OER(s): up to 5. Applicants with no OERs, must provide a Letter of Recommendation or Memorandum of Good Standing from their current Unit Commander

Leave accrued in the Reserve Component (ADOS) will not be transferred to you AGR leave balance. All leave must be used or sold prior to onboarding into the AGR program.

Applications will be accepted from individuals who meet the pre-requisites IAW NGR 600-5 and AR 135-18, and as outlined in this announcement. Soldiers who have previously been removed or resigned, in-lieu-of adverse actions, from any Technician, Active Duty or AGR position are not eligible.

**\*\* Filling this position is dependent on available funding & manpower limitations** \*\*