

TRADITIONAL GUARD OFFICER VACANCY ANNOUNCEMENT

(New Commissioning or Commissioned)

NEW YORK AIR NATIONAL GUARD

107th AW
9910 Blewett Avenue
Niagara Falls, NY 14304-6001

UNIT: 107 AW

POSITION TITLE: Public Affairs

MAX AVAILABLE GRADE: MAJ

ANNOUNCEMENT #: NF 16-18

DATE: 29 Sep 16

CLOSING DATE: 21 Nov 16 AFSC:
35P

AREA OF CONSIDERATION: **NATIONWIDE**

All candidates may apply who meet the basic qualifications for this position and who are eligible for membership in the NYANG.

SPECIALTY SUMMARY

(As outlined in AFOCD Dated 31 Oct 2016)

not all inclusive

QUALIFICATIONS AND SELECTIONS FACTORS

- Selection for this position will be made without regard to race, religion, color, creed, gender, or national origin
- Applications are subject to review by the FSS Commander. If all mandatory requirements are met, applicants must meet an Interview Board.
- The requirements and qualifications prescribed in this announcement are the minimum for this position. Appointment is not assured merely by meeting these requirements. Applicants considered must qualify with the requirements outlined in ANGI 36-2005 and AFI 36-2005

DUTIES AND RESPONSIBILITIES:

- Delivers candid and timely communication counsel and guidance to Air Force leaders on the communication and public perception implications of key decisions, policies, and operations and their potential impact on mission success. Participates in the development of plans and policies and monitors operations to assure consideration of such implications.
- Researches, plans, executes, and assesses communication strategies and activities. Ensures all public affairs efforts adhere to applicable federal law, DOD principles governing the release of information, and Air Force policies. Advocates for and manages funds, manpower, training, and equipment to effectively execute public affairs operations to support the mission. Plans, directs, and leads public affairs deployments
- Ensures a free flow of releasable information to the news media. Establishes and maintains relationships with news media representatives, facilitates media access, prepares Air Force subject matter experts for media interviews, and evaluates media coverage. Supports DOD-approved entertainment industry, documentary, and publication requests.

- Promotes public knowledge and understanding of Air Force missions, organizations, and capabilities. Fosters coordination, cooperation, and mutual appreciation between the Air Force, local communities, state and federal agencies, and DOD/interagency components. Evaluates requests for Air Force support to public events, and coordinates appropriate participation to achieve the commander's communication objectives. Manages environmental public affairs issues and events and ensures legal mandates for community involvement are met. Assists Air Force recruiting efforts. Advises on capabilities, employment, and limitations of Air Force bands and their use in achieving strategic effects based on the commander's priorities, initiatives, and intent.

KNOWLEDGE: Knowledge. Knowledge of the following core competencies is mandatory: missions, roles, functions, organizational structures, relationships, operational planning objectives, policies, customs and courtesies, and history of the Air Force; oral, written, and visual communication concepts and principles; traditional and emerging methods and techniques of disseminating information; basic communication theory; legal and ethical considerations surrounding the practice of communication; communication research and analysis; and joint expeditionary operating environments.

EDUCATION: For entry into this specialty, an undergraduate academic degree is required

TRAINING: The following training is mandatory as indicated:

- For award of AFSC 35P3, completion of the Defense Information School Public Affairs Course is mandatory for active-duty officers. Reserve Component officers may satisfy this requirement by completion of the DINFOS PAQC Advanced Distributed Learning course although completion by the full in-residence course is preferred. Additional job specific training is required after completion of entry courses.

EXPERIENCE: For award of AFSC 35P3, a minimum of 18 months of commissioned experience in public affairs assignments is mandatory.

Applicants will prepare and forward a Cover letter, Resume, an AF Form 24, AFOQT scores, Current Official College transcripts (forward directly from the college to the address below), DD Form 214, (if applicable), vMPF Record Review Rip (if applicable), current Physical Fitness Evaluation Report (if applicable), DD Form 2807-2, court disposition for any offenses and the Top Secret Position Questionnaire (<http://www.107aw.af.mil/careers/opportunities/index.asp>).

Complete application package must be received no later than close of business on the closing date of the vacancy announcement, 21 Nov 2016. Incomplete packages will not be considered. For more information or questions contact MSgt Melissa Shenefiel at 716-236-3627 or by e-mail at **Melissa.shenefiel.mil@mail.mil**

MAIL APPLICATION TO: 107th FSS/FSMPM
9910 BLEWETT AVENUE
NIAGARA FALLS, NY 14304-6001
ATTN: MSgt Melissa Shenefiel

Or emailed to: usaf.ny.107-msg.list.fss-customer-service@mail.mil

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