

TRADITIONAL OFFICER VACANCY ANNOUNCEMENT

NEW YORK AIR NATIONAL GUARD

174th Hancock Field
6001 East Molloy Road
Syracuse, NY, 13211

ANNOUNCEMENT #: SY 23-13

POSTING DATE: 17 MAR 2023

CLOSING DATE: 17 APR 2023

UNIT: 174th Attack Wing

AFSC: Any

POSITION TITLE:

Equal Opportunity Officer

AREA OF CONSIDERATION:

Minimum grade O3
Nationwide

SPECIALTY SUMMARY

(As outlined in AFOCD)

Air Force EO strives to accomplish its mission by promoting an environment free from personal, social or institutional barriers that could prevent Air Force members from rising to their highest potential. Air Force policies are in place to ensure the organizations conduct their affairs free from unlawful discrimination and sexual harassment. In the military EO context, the policies provide for equal opportunity and treatment for all members based on their race, color, sex (including pregnancy), national origin, religion, gender identity, or sexual orientation.

QUALIFICATIONS AND SELECTION 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 and as mandatory requirements are met, as outlined in applicable regulations, applicants must meet an Officer Screening and Interviewing Board (OSIB). The requirements and qualifications prescribed in this announcement are minimum for nomination for appointment consideration. Appointment is not assured merely by meeting these requirements. Persons considered must further qualify with requirements outlined in AFI 36-2005.

DUTIES AND RESPONSIBILITIES:

- Manage command and staff level equal opportunity programs
- Develop and implement equal opportunity policies and programs
- Supervise other equal opportunity professionals
- Provide briefings on equal opportunity and human resource management matters
- Coordinate and conduct equal opportunity training
- Monitor equal opportunity climate
- Conduct inspections of equal opportunity programs in subordinate units
- Develop programs, policies, and innovative opportunities to reduce discrimination
- Receive and record complaints of discrimination
- Assist in investigations of discrimination complaints
- Participate in equal opportunity conferences, meetings, and seminars
- Process NGB EO complaints for assigned (Title-10) ANG members
- Support EO assigned members in state/territory/district National Guard organizations

PLACEMENT FACTORS:

Upon selection, must be commissioned (O3 or above) and eligible to join the NYANG. Position will require completion of the Equal Opportunity Manager/ Counselor Course at Defense Equal Opportunity Management Institute (DEOMI). In addition, a valid state driver's license to operate government motor vehicles in accordance with AFI 24-301, Vehicle Operations, is required.

OSIB: An officer Screening and Interviewing Board (OSIB) is projected to convene TBA to interview and/all qualified applicants.

APPLICATION PROCEDURES: Packages must be received no later than close of business on vacancy announcement closing date. Applicants will prepare and email their application package in a PDF Portfolio to include all of the following:

- Cover Letter
- Resume
- One (1) copy of AF Form 24 - Application of Appointment as Reserves of the Air Force or USAF Without Component
- Last three (3) OPRs if applicable
- RIP

EMAIL APPLICATION TO:

Combined all required documentation in the order listed above into 1 PDF package and submit to MSgt Julie Merrill at julie.merrill.1@us.af.mil .

Please contact MSgt Julie Merrill at 315-233-2454 with any questions.