

NEW YORK NAVAL MILITIA VACANCY
ANNOUNCEMENT
NYS DIVISION OF MILITARY & NAVAL AFFAIRS
330 OLD NISKAYUNA ROAD LATHAM, N.Y. 12110

ANNOUNCEMENT NUMBER: NYNM 2026-1

OPENING DATE: 13 JAN 2026

Minimum Grade: O3

Maximum Grade: O5

CLOSING DATE: Open until filled

Number of Positions: 1

POSITION TITLE: Military Emergency Boat Service Commander

*This position is a NY Mil Law Section 6 State Active Duty position

DESIGNATOR/NEC/MOS: Any

SALARY: Daily federal military pay equivalent to active duty of corresponding grade, rating and length of service, or \$125 a day, whichever is greater. Service members cannot be paid for both State Active Duty and Federal Duty on the same day.

UNIT & LOCATION: TBD (Among the following locations for consideration: Latham, Leeds, Cortlandt Manor, Brooklyn)

SELECTING OFFICIAL: Division of Military and Naval Affairs (DMNA) panel interview.

ELIGIBLE CANDIDATES: Must be a member or eligible to become a member of the New York Naval Militia (NYNM). Eligibility includes being a drilling reservist, retired, or honorably separated member of the Navy, Marine Corps, or Coast Guard. Eligible candidates must have and maintain separate medical insurance or coverage. Must have a valid NYS driver license. Medically and physically qualified, must provide current Medical Examination and Medical History, if requested.

POSITION DESCRIPTION: The Commanding Officer Military Emergency Boat Service (MEBS) oversees and directs the MEBS program and implements statewide policies, procedures, and strategic plans, consistent with the overall mission and vision of the NYNM Commander and DMNA. Reports to the Commander of the Naval Militia. Coordinates closely with the Executive Officer NYNM for administrative support and operates the program under day-to-day general direction of the Executive Officer NYNM; The Commander of the MEBS assists the Commander of the NYNM in monitoring operations and management of the state's MEBS Program and its administration.

Daily duties include but are not limited to the following:

- Responsible for the recruitment, training, and readiness of members of the MEBS.
- Responsible for the implementation of plans and policies required to accomplish the State and supported Federal missions.
- Liaisons to the Commander of Joint Task Force Empire Shield (JTF ES), providing advisement on deployment of MEBS assets assigned to JTF ES and assists in hiring MEBS members for State Active Duty with JTF ES.
- Exercises staff supervision over administration, organization, training, morale, operations, and readiness of the MEBS.
- Generally, directs daily operations established for the management and implementation of the MEBS.
- Develops operating budget requirements and coordinates execution with DMNA budget office.
- Ability to apply for Grants.
- Oversees the MEBS Detachments and maintenance staff in the performance of their duties ensuring timely submission of all invoices, receipts, travel claims and timesheets.
- Responsible for planning and implementing yearly comprehensive training exercises EMPIRE CHALLENGE, WESTERN HORIZON or other exercises involving multiple civilian state emergency agencies, NYNM Communications, N-Code Officers and Unmanned Aerial Systems Unit.
- Maintains working relationships with Federal and State agencies, i.e. Port Authority, US Coast Guard, Fire, Police etc.
- Attend quarterly NYNM Leadership Meetings providing MEBS updates.
- Travel throughout New York State is required.
- Flexibility in hours, including working some weekends when operational needs require.

JOB REQUIREMENTS: The Commander of MEBS' duties and responsibilities may include but are not limited to:

- Supports the Commander of the Naval Militia's vision by aligning MEBS strategies and operations with organizational goals.

- Represents the agency on work groups, committees, and in other forums related to MEBS location and utilization.
- Plans, directs, supervises and coordinates the work of maintenance support staff as well as the work of MEBS volunteers.
- Has constant written and oral communications with agency program managers, executive staff, and various managers within the agency or outside the agency.
- Must be familiar with and be able to independently use commonly utilized software programs such as Microsoft Word, Excel, electronic mail (e-mail) and internet searches.
- Must have good verbal and written communication skills; be able to clearly and concisely prepare written documentation.
- Ability to read and write in English.
- Ability to interact well with different groups of people, management, both Federal and State personnel, and the public.
- Must demonstrate reliability, trustworthiness, and exercise considerable confidentiality.
- Working knowledge/experience of the principals and techniques of supervision.
- Attends and completes additional training as required.
- Travel will be required using various modes of transportation to include driving, train, and/or flying.
- Must obtain and maintain a current US passport.
- May require schedule adjustments and additional hours, especially during SAD activations.
- Other duties as assigned.
- Must maintain a common access card (CAC). Nondrilling MEBS CDR will be provided one through the Division of Military and Naval Affairs.
- Background clearance level expected is SECRET; as determined by TAG, Executive Deputy Commissioner or appropriate designee.

Additional Notes: New York State funding for re-location is not available. Must remain in compliance with all NYNM and DMNA policy and instructions.

APPLICATION INSTRUCTIONS:

Applicants must submit all required documents listed below via email to:

michael.p.golden8.nfg@army.mil

Applications and inquiries will only be accepted via Email in PDF format. Phone calls or faxes are not accepted.

Each email file attachment must include rank, last and first name, type of attachment

(application/cover sheet/resume/questionnaire) and announcement number listed above.

- **REQUIRED DOCUMENTS:**

Application to perform State Active Duty (SAD), https://dmna.ny.gov/jobs/sad/files/1630592779--2._SAD_Application_Oct_2020.pdf

- Resume.
- Current NYNM Form 1070 Civilian-Military Skills Questionnaire, https://dmna.ny.gov/forms/naval/NYNM_Form_1070_CMSQ.pdf
- Cover sheet.

Applicants are encouraged to submit RELEVANT documentation that will support their candidacy. The applicant coordinator Mr. Michael Golden will acknowledge receipt of all documents and will inform the service member of any issues or discrepancies with the application packet.

If a service member is selected to attend the interview panel, the applicant coordinator will contact them and provide additional information.