



**STATE OF NEW JERSEY
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
ACTIVE GUARD/RESERVE (AGR)
VACANCY ANNOUNCEMENT**

ARMY AGR VACANCY ANNOUNCEMENT NUMBER: 22-VA- 11

POSITION TITLE: Assistant Professor of Military Science

OPENING DATE: 16 August 2022

CLOSING DATE: 14 September 2022

DUTY STATION: Seton Hall University

MILITARY ASSIGNMENT: Recruiting and Retention Battalion, Sea Girt, New Jersey

AOC: 01A

MILITARY GRADE: This announcement is open to personnel in the grade of O3

AREA OF CONSIDERATION: Current members of the New Jersey Army National Guard who possess the Military Grade listed.

DUTY DESCRIPTION: Works as Cadre for Army Reserve Officer Training Corps (ROTC) under the supervision of the Professor of Military Science (PMS) from the Seton Hall University ROTC program. Provides ARNG experience and expertise to the Department of Military Science. Performs normal instructor/APMS duties as assigned by the PMS including advising, counseling cadets, and assisting in the performance of enrollment activities and physical training. Provides advice and acts as a liaison between the Battalion and RRB. Oversees the Cadet Troop Leader Training (CTLT) Program for ARNG/Reserve units within the Battalion. Coordinates and conducts ARNG/USAR orientation programs for the Battalion and any extended support programmed by the host. Attends conferences and workshops that require interface with the ARNG (i.e. USAREC Partnership Council meetings) as directed by the PMS. Attends Cadet Summer Training (CST) at Fort Knox. Assists in the development of close working relationships between the battalion and ARNG units in the geographical area. Assists with Army ROTC programs which require ARNG expertise. Serves as the primary point of contact (POC) for the management of Simultaneous Membership Program (SMP) and Reserve Forces Duty (RFD) Program. Performs other duties as required by PMS or RRB Commander

Additional Requirements: Must have completed the following:

- a. Bachelor's Degree
- b. Captains Career Course

Point of Contact: SSG Moses Guzman 609-562-0208

Required Security Clearance: Must have Secret Clearance.

Equal Opportunity: Equal evaluation, consideration and treatment based upon merit, fitness and capability irrespective of race, color, religion, gender or national origin.



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Pay and Benefits: Basic Pay and allowances depend upon your grade and the length of creditable service. You will receive Leave at the rate of 2 1/2 days per month and be entitled to all Regular Federal Holidays. AGR Soldier's medical care and hospitalization will be administered under TRICARE. Your dependents may have the choice of US Family Health Service (USFHP) or TRICARE. You are entitled to PCS and TDY travel allowance when applicable. At the completion of at least 20 years of Active Federal Service, you will be eligible for a full retirement. While on AGR tour, you will accrue retirement credits at the rate of one point for each day of service. Members who leave their jobs and enter initial AGR tour have re-employment rights under the Uniformed Services Employment and Reemployment Rights Act (USERRA). Full Survivor Benefits are authorized while on AGR tour. You and all eligible dependents will receive full and unlimited Base Exchange & Commissary privileges. You and all eligible dependents will receive an Active Duty Identification Card / Dependent Identification Card and be enrolled in DEERS. You are subject to military discipline under NJ State Statutes and Regulations.

Information for Technicians Entering Tour: Technician personnel may compete for AGR positions. If selected, Technician would need to make an appointment with the HRO Employee Benefits section to fill out the New Jersey National Guard Checklist for Federal Technicians entering Absent-Uniformed Service (AUS) for military duty. Your Federal Employees Group Life Insurance (FEGLI) stops the day preceding your entry on active duty. Additionally, any Credit Union deposits and US Savings Bond allotments will terminate.

Initial Eligibility Requirements: Please refer to the General Eligibility Requirements and Initial Entry Qualifications shown below. If you have any questions or concerns, about what applies to your particular situation, please call the HRO at 609-562-0512 or 0151 for assistance.

GENERAL ELIGIBILITY REQUIREMENTS:

1. Applicant must meet the entry requirements of AR 135-18.
2. Applicant must the medical qualifications of AR 40-501.
3. Applicant must have a current Physical Health Assessment (PHA) on file.
4. Applicant must be certified drug free.
5. Applicant must have been tested for HIV within the past 24 months.
6. Applicant must meet physical standards of AR 600-9.
7. Applicant must not be under suspension of favorable personnel actions.
8. Applicants must be at least 18 years of age and not more than 55 years old.
9. Applicant must not be entitled to receive Federal Military Retired Pay.
10. Applicant must be able to serve at least 3 years on Active Duty.
11. Applicant must have received COVID-19 vaccine or have received a permanent exemption



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12. Personnel applying for an initial tour who have 15 or more years of active military service credited to retirement will require a waiver from NGB prior to placement on tour.
13. Applicants who have voluntarily separated from the AGR program are not eligible to re-enter for one year from the date of separation
14. Applicants who have voluntarily separated from the AGR program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR program are not eligible to re-enter the program
15. Soldiers transferring between states or entering FTNGD from Active Duty status without a break in service must have a current physical exam.
16. Captain's Career Course Completed.
17. Must be able to pass POSTA requirements.

HOW TO APPLY: Follow the steps below

1. Ensure that you meet the Basic Eligibility Requirements. (See below)
2. NGB Form 34-1 Application for AGR Position: **See page 5 of this announcement**
3. Complete the AGR Reassignment Opportunity Application Packet Checklist. (Pg. 4)
4. The J1-AGR Branch will not accept mailed or hand carried packets. Submit your application packet by Email. In the subject line please type: J1-HRO, the Reassignment Opportunity number, and your last name. **WE WILL NOT ACCEPT PACKETS THAT ARE ADOBE PORTFOLIOS. THE PDF MUST BE PRINTED AND SCANNED INTO ONE SINGLE DOCUMENT** and forwarded to the following Email: ng.nj.njarnq.list.jfhq-j1-army-agr@mail.mil
5. Your application packet must be received prior to midnight EST on the closing date: **14 September 2022**

POINT OF CONTACT: J1-AGR Branch: ng.nj.njarnq.list.jfhq-j1-army-agr@army.mil. Please put announcement number in subject line of email.



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AGR VACANCY CHECKLIST

I, _____, confirm that the following items have been provided in my AGR Vacancy Opportunity Application Packet.

- _____ 1. NGB Form 34-1, Application for AGR Position. On a separate sheet fully explaining any "Yes" answers to any questions in Section IV. Make sure that you enter the Vacancy Announcement number and job title on your NGB Form 34-1. Sign and date your NGB Form 34-1. Ensure that all entries are legible and completed fully.
- _____ 2. Officer Record Brief (ORB) certified within the past 30 days. **Please make sure you print the ORB without the DA photo.**
- _____ 3. Current NGB Form 23B (Retirement Points History Statement).
- _____ 4. Individual Medical Readiness Form (Physical Health Assessment date must be within 12 months). To access MEDPROS go to <https://medpros.mods.army.mil/MEDPROSNew/secure/medical/imr2.aspx>. Click on "Your Individual MEDPROS Record. Under "Forms" click on IMR Record.
- _____ 5. Screenshot of Digital Training Management System (DTMS) of the current HT/WT. Provide a screenshot of your DTMS HT/WT from your Readiness NCO. Provide memorandum for discrepancy. Provide a copy of your DA 5500/5501 if applicable.
- _____ 6. Last 3 OERs. **Personnel who do not have 3 OERs, must submit a memorandum explaining the circumstances.** Personnel without 3 OERs must submit letters of recommendation from his/her military leadership dated within 3 months of the Vacancy Announcement.
- _____ 7. All DD Forms 214, substantiating every period of Active Duty Service. This includes Basic Combat Training (BCT) and Advanced Individual Training (AIT).
- _____ 8. Must have a current Security Clearance. Provide a Security Clearance Verification Memorandum from your unit DISS Manager or J2.
- _____ 9. Photocopy of your current, valid civilian motor vehicle driver's license. All data must be readable. Individuals with suspended driving privileges are not eligible to apply.
- _____ 10. All documents supporting your qualification. This includes resume, civilian job evaluations and school transcripts.
- _____ 11. Required Microsoft Teams Email Username _____.
- _____ 12. Contact Info. On a separate sheet of paper, provide your civilian and military email addresses and the best contact telephone number. This information will be used to contact you for an interview. Your email address will also be used to transmit your selection/non-selection letter.
- _____ 13. Fulltime T32-Dual Status technicians must provide a memorandum with supervisor's contact information (name, department, phone number, email).
- _____ 14. Copy of Captain's Career Course Graduate Certificate
- _____ 15. Copy of your Bachelor's Degree

Applicant Signature: _____

APPLICATIONS DETERMINED TO BE INCOMPLETE, INCORRECT OR INSUFFICIENT UPON INITIAL REVIEW WILL BE RETURNED WITHOUT FURTHER CONSIDERATION.

POINT OF CONTACT: J1-AGR Branch at ng.nj.njarng.list.jfhq-j1-army-agr@mail.mil

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION

The proponent agency is ARNG-HRH. The prescribing directive is NGR (AR) 600-5 / ANGI 36-101

PRIVACY ACT STATEMENT**AUTHORITY:** Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5, ANGI 36-101.**PRINCIPAL PURPOSE:** To provide information for use in determining eligibility/qualifications for Active Guard/Reserve (AGR) positions. A copy will be provided to the applicant. The original will be maintained by the human resources office for State records. For organizational use only.**ROUTINE USES:** None.**DISCLOSURE:** Voluntary, however if not provided you will not be considered for the AGR program.

POSITION ANNOUNCEMENT #	POSITION TITLE		
NAME <i>(Last, First, Middle)</i>			DATE OF BIRTH <i>(yyyymmdd)</i>
CURRENT HOME ADDRESS <i>(Street, City, State, Zip Code)</i>			HOME PHONE OFFICE PHONE
DATE OF ENLISTMENT <i>(Enlisted)</i>	GRADE	MOS/SSI/AFSC	ETS DATE
DATE OF FEDERAL RECOGNITION <i>(Officer/WO)</i>	GRADE	BRANCH	MRD DATE
SECURITY CLEARANCE			

SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS1. COLLEGE OR UNIVERSITY *(Accredited Colleges only, attach separate sheet(s) if necessary.)*

Name, City & State	Date From	Date To	Degree Program	Credit Hours	Quarter/Semester
Chief Undergraduate Subject					
Chief Graduate Subject					

2. OTHER SCHOOLS OR TRAINING *(Vocational, Trade or Business)*

Name, City & State	Date From	Date To	Course Title	Hours Completed

3. SKILLS AND QUALIFICATIONS *(Examples - Special skills and qualifications, word processing speed (WPM), certifications on wheel and track vehicles, etc. Also list any licenses or certificates held (RN, Pilot, CPA), etc.)***SECTION II - EMPLOYMENT HISTORY**May we contact your present employer regarding your character, qualification, and record of employment?
(A "NO" answer will not affect your consideration for employment.)CHECK ONE: ☐ YES ☐ NO

1. NAME AND ADDRESS OF CURRENT EMPLOYER		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER		NUMBER OF EMPLOYEES YOU SUPERVISED	
TYPE OF BUSINESS	YOUR REASON FOR LEAVING			

DESCRIPTION OF WORK *(Describe your specific responsibilities and accomplishments)*

SECTION II - EMPLOYMENT HISTORY (Continued)**OTHER EMPLOYMENT**

May we contact this employer regarding your character, qualification, and record of employment?
(A "NO" answer will not affect your consideration for employment.)

CHECK ONE: ☐ YES ☐ NO

2. NAME AND ADDRESS OF PRIOR EMPLOYER		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION	IMMEDIATE SUPERVISOR & PHONE NUMBER		NUMBER OF EMPLOYEES YOU SUPERVISED	
TYPE OF BUSINESS	YOUR REASON FOR LEAVING			
DESCRIPTION OF WORK <i>(Describe your specific responsibilities and accomplishments)</i>				

SECTION III - MILITARY HISTORY**1. MILITARY SERVICE** *(Start with most recent service and show changes in grade and duty in reverse chronological order.)*

FROM	TO	AC	ARNG/ANG	RC	GRADE	ORGANIZATION	DUTY

2. MILITARY TRAINING**FORMAL MILITARY SCHOOLING COMPLETED**

COURSE TITLE AND NUMBER	DURATION OF COURSE		CORRESPONDENCE COURSES	
	WEEKS	DAYS	COURSE/SUBCOURSE TITLE	COURSE HOURS

3. MILITARY QUALIFICATIONS *(List any primary MOS/SSI which has been awarded on orders.)*

MOS/SSI/AFSC	DATE AWARDED	INDICATE HOW QUALIFICATIONS WERE OBTAINED <i>(Service School, On the Job Training, Civilian Experience, etc.)</i>

4. INDICATE ANY ON THE JOB TRAINING WHICH IS QUALIFYING FOR AN MOS/SSI WHICH HAS NOT YET BEEN AWARDED ON ORDERS

DUTY MOS/SSI/AFSC	EXACT TITLE OF POSITION	FROM	TO

SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE

YES NO

(All Applicants Must Complete) Utilize the Continuation/Remarks section to fully explain any "YES" answers (except 9 & 17). Attach a separate sheet of paper if more space is necessary.

- | | | |
|--------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Within the last five years, have you been fired for any reason? |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Within the last five years, have you quit a job after being notified that you would be fired? |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law? |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 3? |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. While in the military, have you ever been convicted by a General Court Martial? |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Does the United States Government employ, in a civilian capacity or as a member of the Armed Forces, any relative of yours by blood or marriage? |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Do you receive or are you entitled to receive federal, military retired or retainer pay, service annuities, or other compensation based upon military, federal, civilian service, or eligible for immediate federal civil service? |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Have you ever been removed from military service due to unsuitability? |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Will you be able to complete a minimum of 5 years of continuous AGR Service prior to completing 18 years of Active Federal Service or your Mandatory Removal Date (MRD)? |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Are you a candidate for an elected office, holding a civil office (full or part-time) or engaged in partisan political activities as defined in AR 600-20/ANGI 36-101/DoD Directive 1344.10, Political Activities by Members of the Armed Forces on Active Duty? |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Have you been involuntarily removed from unit (Selected Reserve) service based on maximum years of service, qualitative retention or selective retention board action? |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Have you been involuntarily removed from unit (Selected Reserve) service for cause or been relieved for cause from any duty assignment, including, but not limited to, relief from command in the past year? |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Do you currently possess or is a report of suspension of favorable actions pending? |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Have you voluntarily separated from the AGR Program in any State for one or more days within the past year? (ARNG Applicants Only) |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Have you been voluntarily separated from the AGR Program or voluntarily separated in lieu of adverse action? |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. (OFFICERS AND WARRANT OFFICERS ONLY.) Have you been non-selected for promotion as not best qualified for promotion board convened by State Headquarters or Department of the Army Headquarters within the past 12 months? |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Have you met the minimum physical fitness requirements for each component as specified by AR 600-9 (Army) or AFI 36-2905 (Air Force)? |

SECTION V - CONTINUATION/REMARKS

Use the Continuation/Remarks section to fully explain any "YES" answers (except 9 & 17). Attach separate sheet(s) of paper if more space is necessary.

SECTION VI - CERTIFICATIONS AND AUTHORITY FOR RELEASE INFORMATION

I have completed this application with the knowledge and understanding that any or all items contained herein may be subject to investigation. I consent to the release of information concerning my capacity and fitness by employer, educational institution, law enforcement agencies, and other individuals and agencies to personnel specialists for purpose of employment. I also understand that a false answer to any question in this application may be grounds for not being employed, or for being released after I begin work.

I certify that all of the statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

SIGNATURE

DATE