

## STATE VACANCY ANNOUNCEMENT

### LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

**POSITION:** Group Leader 2 #183692

**ANNOUNCEMENT NO.** 158-2015

**SALARY:** SS-412 / Minimum \$27,664 / Maximum \$58,240 annually

**LOCATION:** LANG-YCP-GL, Gillis W. Long Center, Carville, Louisiana

**OPEN:** 18 December 2015

**CLOSE:** 4 January 2016

**NOTE:** Louisiana Military Department State Vacancy Announcements and LANG-LMD-H Form 10 (State Application) are posted at <http://geauxguard.la.gov/join-us/state-technician-vacancies>

#### A THOROUGH BACKGROUND CHECK IS CONDUCTED PRIOR TO EMPLOYMENT

EMPLOYEES IN THE MILITARY DEPARTMENT UNCLASSIFIED SERVICE, PERMANENT OR TEMPORARY, ARE EMPLOYED "AT WILL" AND MAY BE SUBJECT TO TERMINATION OR EXPIRATION OF APPOINTMENT, WITH OR WITHOUT CAUSE.

1. **AREA OF CONSIDERATION:** (1) Active Louisiana National Guard Members; (2) Retired National Guard Members and Retired Active Military Soldiers; (3) those eligible for Louisiana State Guard Membership.

2. **QUALIFICATIONS:** (In addition to below, see application procedures).

a. **SPECIFIC:** Non-commissioned Officer; CPL E-4, SGT E-5, SSG E-6. Must have completed all NCOES requirements. Must be able to work variable, irregular hours, including nights and weekends.

b. **GENERAL:** Must have a valid Driver's License, Social Security Card and Birth Certificate. Must qualify to obtain a CAC Card. Ability to work and communicate effectively with peers, superiors and subordinates. Travel may be required. Must be available to report to duty during emergency or disaster situations.

c. **OTHER REQUIREMENTS:** The Military Department is a substance abuse and drug free workplace. In accordance with the Military Department Drug Testing Policy, all new employees are subject to mandatory drug testing. Thereafter, all employees are subject to random drug testing. Must meet physical requirements to perform functions of the position. Ability to work and communicate effectively with agency personnel and the public.

3. **CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

a. Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.

b. Applicants who are active members of the Louisiana National Guard or uniformed members of the Louisiana State Guard must wear the appropriate military uniform and meet prescribed military grooming standards.

4. **POSITION DESCRIPTION:** Duties are performed under the general supervision of Commandant or Assistant Commandant. Supervises Group Leaders 1. Responsible for the accountability, direct control, and safety of cadets. This includes assuring their presence at instructional periods and technical training sites. Presents instruction on selected military subjects including drill and ceremonies, first aid, confidence and high ropes course training. Assist academic instructors during scheduled classroom hours. Accompanies cadets' off-post during field trips and community service activities. Provides limited first line counseling to reduce friction, improve moral and maintain continuity. Completion of SHARP Training and fosters sexual harassment free environment. Complete all LMD training requirements annually. Perform other duties as assigned.

5. **APPLICATION PROCEDURES:** All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License and Social Security Card. Resumes are optional and will not be accepted unless they are submitted with the LANG-LMD-H Form 10 (State Application). **The LANG-LMD-H Form 10 (State Application) is located at <http://geauxguard.la.gov/join-us/state-technician-vacancies>** Application(s) must be submitted to the appropriate Human Resources Employee Assistance Officer:

Ms. Carol Hadley  
LMD-HR (Gillis W. Long Center), Carville, La.  
E-mail: [carol.m.hadley.nfg@mail.mil](mailto:carol.m.hadley.nfg@mail.mil)  
Office: (225) 319-4814  
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