



DEPARTMENTS OF THE ARMY AND AIR FORCE

JFHQ-LA NGLA-JPM-HA
5445 Point Clair Road
Gillis Long Center
Carville, Louisiana 70721

STATEWIDE AGR VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: 013-16

OPENING DATE: 11 August 2016

CLOSING DATE: 1 September 2016

UMDA POSITION TITLE: Security Forces Manager

UMDA MAX AUTH GRADE: CMSgt/E9

DUTY AFSC: 3P091

AREA OF CONSIDERATION: Current enlisted AGR members in the Louisiana Air National Guard

OCCUPATIONAL REQUIREMENTS:

Incumbent is subject to uncommon tours of duty, rotational shift assignments and overtime duty. May be required to fly in military aircraft or commercial aircraft for TDY purposes. Participation with unit of assignment during UTAs, annual training, deployments, special projects and exercises is required. **This resource is funded to the position.**

QUALIFICATION REQUIREMENTS:

- Compatible AFSC: 3P091 and 3P000
- Member must meet physical qualifications IAW Chapter 7, ANGI 36-101, AFI 48-123.
- Member must also meet the requirements of AFI 36-2903, AFI 36-2905, and other regulations as
- **Minimum acceptable grade: SMSgt/E8 promotable to: CMSgt/E9**
- Must be willing to work long and irregular hours, be subject to intense public scrutiny, and become involved in civic and military activities that support the local community.
- No record of disciplinary action that resulted in an Article 15 or Unfavorable Information File.
- No history of emotional instability, personality disorder, or other unresolved mental health problems.
- No record of alcohol or substance abuse, financial irresponsibility, domestic violence, or child abuse.
- No record of disciplinary action (Letter of Reprimand [LOR] or Article 15) for committing acts of malpractice or misconduct as defined in AFRSI 36-2001, *Recruiting Procedures for the Air Force*, engaging in an unprofessional or inappropriate relationship as defined in AFI 36-2909, *Professional and Unprofessional Relationships*, or documented failures (LOR or Article 15) to exercise sound leadership principles with respect to morale or welfare of subordinates.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA) REQUIRED FOR THIS POSITION:

1. Knowledge of leadership principles, practices, and directives.
2. Knowledge of Air Force “Use of Force Policy and Use of Force Continuum”.
3. Knowledge of Air Force Security Forces programs, policies, directives and operating instructions.
4. Knowledge of electronic devices (i.e. radio and communications, computers, monitors, recording, photography) and other security equipment.
5. Ability to effectively communicate both orally and in writing.
6. Skill in developing and mentoring subordinates.
7. Ability to develop strategic goals and institute an action plan to meet the goals.

SUMMARY OF DUTIES:

-- Leads, manages, supervises, and performs force protection duties, including use of deadly force to protect personnel and resources. Protects weapons systems and other resources. Performs air base defense functions contributing to the force protection mission. Controls and secures terrain inside and outside military installations. Defends personnel, equipment, and resources from hostile forces. Operates in various field environments, performs individual, and team patrol movements, both mounted and dismounted, tactical drills, battle procedures, convoys, military operations other than war, antiterrorism duties, and other special duties.

-- Operates communications equipment, vehicles, intrusion detection equipment, crew-served weapons, and other special purpose equipment. Applies self-aid buddy care, life saving procedures, including cardiopulmonary resuscitation, as first responder to accident and disaster scenes.

-- Provides armed response and controls entry. Detects and reports presence of unauthorized personnel and activities. Implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Directs vehicle and pedestrian traffic. Investigates motor vehicle accidents, minor crimes, and incidents. Operates speed measuring, drug and alcohol, and breath test devices. Apprehends and detains suspects. Searches persons and property. Secures crime and incident scenes. Collects, seizes, and preserves evidence. Conducts interviews of witnesses and suspects. Obtains statements and testifies in official judicial proceedings. Responds to disaster and relief operations. Participates in contingencies.

-- Develops plans, policies, procedures, and detailed instructions to implement SF programs. Plans, organizes, and schedules SF activities. Provides oversight, guidance, and assistance to commanders with the application of information, personnel, and industrial security programs. Operates pass and registration activities. Supervises and trains SF personnel and augmentees. Provides on-scene supervision for security forces. Inspects and evaluates effectiveness of SF personnel and activities. Analyzes reports and statistics.

-- Leads, manages, supervises, and implements ground weapons training programs. Oversees SF armories. Controls and safeguards arms, ammunition, and equipment. Oversees ground weapons qualification training. Provides guidance on weapons placement to security forces and ground defense

force commanders. Controls and operates firing ranges and associated facilities to include supervising construction and rehabilitation.

-- Performs other duties as assigned.

EVALUATION PROCESS:

Applicants will be evaluated solely on the information provided in the application. Experience will be evaluated based on the relevance to the position for which application is made and whether it is full-time or part-time. In addition to experience, credit will also be given for military training and self-development, civilian and military awards and education.

APPLICATION PROCEDURES:

- Cover letter
- NGB Form 34-1
- NGLA-JPM-HA Form 690-171-3
- Resume and/or statement of civilian/military experience/education may be submitted with your packet. Ensure to focus on official military training when the standards were exceeded and explain any particular item the board may question.
- Applicants indicating education above the high school level must attach appropriate documentation. Education includes Trade/Business schools, military service schools, and extension/correspondence courses successfully completed.
- Two full length photographs (snapshots acceptable) date within 1 year.
- *(1) one in service dress*
- *(2) one in light blue shirt/blouse long or short sleeves.*
- Copy of both sides of state driver's license.
- Copy of last three performance reports. *(If three EPRs are not available, the Airman must include a letter of recommendation or performance from the military command.)*
- Copy of latest Report on Individual Person, (Records Review Rip).
- Copy of latest Point Credit Summary.
- Copy of all DD Form 214/NGB Form 22
- Copy of AF Form 422
- Copy of latest Air Force Fitness Management System (AFFMS) printout showing a score of at least 75% date within 1 year.
- Letter of Recommendation(s) (If Applicable)
- Other additional documentation (If Applicable)

LOCATION: 159TH FW, NAS-JRB, BELLE CHASSE, LA

This position is located in the Security Forces Squadron (SFS), Mission Support Group of an Air National Guard (ANG) Aviation Wing. The primary purpose is to facilitate and lead security forces programs at an Air National Guard Base, to include installation security, air base ground defense, conventional weapon systems security, law enforcement, training, resource protection, information security, personnel security, industrial security, wartime information security, and

security classification management. Plans, organizes and directs activities and programs to support base activities such as; security, resource protection, law enforcement, and information security programs. Assigns and directs security police personnel in emergency operations, including security, law enforcement, and air base defense; crash and disaster control activities; and civil or internal disorders. Advises and coordinates with Active Duty, AFRES, DOD counterparts and ANG unit commanders on security, air base defense, law enforcement, and information security matters. Analyzes security and law enforcement reports and statistics. Monitors Air Force and ANG training standards.

*****LOUISIANA NATIONAL GUARD MEMBERS – Acceptance of this position may result in the loss of contracted incentive(s). For further details, contact the LANG State Incentive Manager, at (504) 391-8336*****

How to Apply

Application packets must be received at: Gillis Long Center, ATTN: NGLA-JPM-HA, MSgt Cassie L. Ellis, 5445 Point Claire Rd, Carville, LA 70721 or scanned to: cassie.l.ellis.mil@mail.mil in a PDF file, NLT close of business (1600 hrs) on closing date. Confirmation of receipt of application is the responsibility of the applicant. POC is MSgt Cassie L. Ellis at (225) 319-4853, DSN 435-4853.