

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Group Leader 1 (Cadre)

ANNOUNCEMENT NO. 109-2018

SALARY: SS-411 / \$1,140.00 bi-weekly

LOCATIONS:

LA Military Department (YCP-CB), Youth Challenge Program, Camp Beauregard, Pineville, Louisiana

LA Military Department (YCP-CM), Youth Challenge Program, Camp Minden, Minden, Louisiana

LA Military Department (YCP-GL), Youth Challenge Program, Gillis Long Center, Carville, Louisiana

OPEN: OPEN CONTINUOUSLY

(Permanent, Temporary, Part-Time)

This State Vacancy Announcement supersedes previous Group Leader 1 Announcements

Temporary Appointment (not to exceed one year) – No Leave. No Benefits.

Temporary Appointments (backfill for mobilized employee) - Expires upon return of permanent employee.

Part Time Employment – Employment of no more than 20 hours per week, paid hourly, accrue sick and annual leave but receive no other benefits (i.e. health insurance or retirement)

NOTE: Louisiana Military Department State Vacancy Announcements and LANG-LMD-H Form10 (State Application) are posted at <http://geauxguard.la.gov/join-us/state-technician-vacancies>

In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.

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 Military Members; (3) those eligible for Louisiana State Guard Membership.

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

a. **SPECIFIC:** In order to be considered for employment as a Group Leader 1, the following requirements must be met: Must be a member of the Louisiana National Guard (Army or Air) in an active status or Retired from any branch of the Military or any prior service member with an honorable discharge and must be a minimum of 23 years of age. Must have the ability to work with “At Risk” youth. Must be able to work variable/irregular hours, including nights, weekends and holidays. Must have computer skills.

b. **GENERAL:** Must have a valid Driver’s License, Social Security Card and Birth Certificate. Must qualify to obtain a Common Access Card (CAC) Card. Travel may be required. Must be available to report to duty during emergency or disaster situations. Must have the ability to work and communicate effectively with agency personnel, peers, superiors, subordinates and the public.

c. **OTHER REQUIREMENTS:** The LA 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. Must attend/complete all LMD annual training and other training required for the position. Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

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, Assistant Commandant or Group Leader 2. 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. 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/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>.** Application(s) must be submitted to the appropriate LMD Human Resources by the close date, no later than 4:00 p.m.

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