

-----**FOR IMMEDIATE POSTING**-----
LANG COUNTERDRUG VACANCY ANNOUNCEMENT #CDP-22-003
INVESTIGATIVE CASE ANALYST

DEPARTMENTS OF THE ARMY AND THE AIR FORCE
LOUISIANA NATIONAL GUARD COUNTERDRUG
PROGRAM

Jackson Barracks, 6400 St. Claude Ave.
New Orleans, LA 70117
TELEPHONE: (504) 278-8512

LANG COUNTERDRUG PROGRAM VACANCY ANNOUNCEMENT #....

OPEN TO: Louisiana Army National Guard Members	MIN / MAX GRADE: E3-E5
POSITION: Investigative Case Analyst	MOS: Immaterial
LOCATION: Houma, LA (LSP)	OPEN DATE: XXXXXXXX
AGENCY: Louisiana National Guard Counterdrug Program	CLOSE DATE: 05 Jun 22

1. The Louisiana National Guard Counterdrug Program (LANG-CDP) is seeking to fill an investigative case analyst position in the Houma, LA area, pending continued funding for FY 22. This is a "high visibility" assignment with shift work and requires a **Top Secret** clearance. Applicant must possess and maintain a **Top Secret** security clearance. Permanent Change of Station (PCS) is NOT authorized.

2. *Investigative case analyst duties and responsibilities include:* Provides detailed analytical support to specific case requests. Creates analytical products and manages data for specific analytical requests from law enforcement agencies (LEA) to support drug investigations. Analyzes large volumes of information from such sources as telephone tolls, pen registers, investigator reports, field data, etc. Performs link analysis, organizational analysis, pattern and trend analysis, financial analysis, etc., in support of federal and local drug investigations. Manages analytical files, creates suspect files from investigator information, and manages and collates data to create products to support the investigation and prosecution of drug cases. Maintain awareness of regional drug threats. Identify problems and recommend solutions. Liaison with Initiative Commanders (or similar) and LE partners. Conduct research, analyze data and prepare written assessments/documents. Attend briefings and required meetings. Possess knowledge of criminal databases. Prepare reports for timely dissemination.

Prepare and make presentations. Maintain document files and information databases. Attend and participate in intelligence meetings. Compile data at request of management. Provide/receive feedback. Receive, route, and disperse telephone calls. Research public and law enforcement records. Possess knowledge of and adhere to 28 CFR Part 23. Familiar with Louisiana State Law. Conduct background checks, driver's license checks, photo lineups, and event de-conflictions. Query a variety of law enforcement and open source databases. Compile and analyze information at a tactical level. Disseminate analyzed information to appropriate authorities.

3. *Applicant must possess knowledge, skills, and abilities in the following:* Organizational skills; ability to multi-task and prioritize; attention to detail; research and writing skills; problem solving; verbal communication skills; Microsoft Office suite and presentation abilities; critical thinking; data and information analysis. Ability to lead and manage small teams. Ability to operate in a joint and/or interagency environment.

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LANG-CDP QUALIFICATION REQUIREMENTS AND INFORMATION

1. Employment with the LANG-CDP for all Full-Time National Guard Duty Counterdrug (FTNGDCD) orders are contingent upon Congressional funding each fiscal year (1 Oct – 30 Sep). Continuation employment with the LANG-CDP in future fiscal years is dependent on program requirements, performance, and funding. FTNGDCD orders are not guaranteed to continue at the beginning of each fiscal year.
2. The Louisiana National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.
3. Selectee must be in good standing, have no flags, or any other existing/pending unfavorable action; e.g.: Height/weight failures, PT failures, alcohol/drug issues, arrests, AWOL, Lautenberg violations, meet medical readiness requirements, etc.
4. Polygraph requirement: This position is in support of the Louisiana State Police. A polygraph will be required after selection. Employment is contingent upon polygraph results.
5. Early Notice of Special Requirements for FTNGDCD IAW CNGBM 3100.01, Enclosure L:
 - Urinalysis testing is required upon entry on active duty, and personnel are subject to periodic testing while on active duty. These requirements are in addition to testing by units of assignment during IDT/IAD under the Army National Guard Substance Abuse Program (ARNGSAP).
 - Requirement to continue attendance of IDT/IAD and AT while on FTNGDCD.
 - Outside employment while on CD orders requires prior written approval of the CD Coordinator.
 - Probability of criminal records checks, and/or security screening by LEAs of applicants serving in LEA offices or in positions where they are privy to operational information of LEAs. Applicants will be informed that such inquiries are likely to be completed after entry on duty and that rejection by LEAs could result in their removal from the LANG-CDP.
 - Standards of Conduct: National Guard members participating in the LANG-CDP Support Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance. Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval of the Counterdrug Coordinator.

APPLICATION INSTRUCTIONS AND REQUIRED DOCUMENTATION

Submit documentation listed below to the following address:

*LANG Counterdrug Program
ATTN: SMSgt Melissa Bournes, Operations
6400 St. Claude Ave.
New Orleans, LA 70117*

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OR email melissa.w.bournes.mil@army.mil. Email Subject Line will include **LANG-CDP #.... Last Name First Initial**". Digital files (.pdf only) will be accepted and labeled as **"LANG-CDP #... Last Name First Initial"**.

Applications will not be returned. If you do not have a specific document or have any questions, contact SMSgt Bournes at 504-278-8512 prior to submitting your packet. Incomplete applications or applications received after the closing date will not be considered.

1. ____ Cover page, which includes your official email address and contact information.
Official correspondence will be conducted via your military email address.
2. ____ Letter of introduction stating your interest in the position, how you will add value to the LANG-CDP and what regions you would like to be considered for.
3. ____ Resume or Military Bio outlining civilian/military experience and education.
4. ____ Certified/validated ERB (Enlisted Record Brief).
5. ____ Individual Medical Readiness (IMR).
Soldiers must have a favorable Periodic Health Assessment (PHA) current within 12 months IAW NGB-HRH Policy Memo #16-020 and NGR 500-2, Para 8-12c.
6. ____ CD Form 7 (Commander Letter of Recommendation) Signed that includes your current MOSQ status and verifies that you currently meet physical fitness/height/weight/medical standards.
7. ____ DA Form 705, Army Physical Fitness Test Score Card.
Last two physical fitness scores. (If selected, a current APFT will be required within 6 months of FTNGDCD orders start date.)
8. ____ DA Form 5500/5501, Body Fat Content worksheet (if applicable).
9. ____ Copies of last three NCOERs (if applicable).
10. ____ Security Clearance Verification Memorandum for Record (MFR).
11. ____ Copies of any law enforcement or investigative case analyst certifications.
12. ____ (If necessary) Explanatory MFR to the President of the Board (missing documents, situations which require amplification, pending action, etc.).