

-----**FOR IMMEDIATE POSTING**-----  
**LANG COUNTERDRUG VACANCY ANNOUNCEMENT**  
**#CD202302**

**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 # CD202302**

OPEN TO: Louisiana Army National Guard Members	MIN / MAX GRADE: E3-E5
POSITION: Investigative Case Analyst	MOS: Immaterial
LOCATION: Baton Rouge, LA	OPEN DATE: 22 MAY 2023
AGENCY: Louisiana National Guard Counterdrug Program	CLOSE DATE: 23 JUN 2023

1. The Louisiana National Guard Counterdrug Program (LANG-CDP) is seeking to fill investigative case analyst positions throughout the state of Louisiana pending continued funding for FY 23. This is a “high visibility” assignment with shift work and requires a Secret clearance. Applicant must possess and maintain a Secret security clearance or be able to acquire a Secret security clearance within one year of hire. 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). 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, etc.
4. Based on the agency the selectee is assigned to, the selectee may be required to complete and pass a polygraph for Counterdrug employment.
5. Early Notice of Special Requirements for FTNGDCD IAW NGR 500-2, paragraph 8-11:
  - 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.
  - 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: SSgt Tara Leleaux, Operations  
6400 St. Claude Ave.  
New Orleans, LA 70117*

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**OR** email tara.leleaux@us.af.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 SSgt Leleaux 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 (.mil) email address and contact information. Official correspondence will be conducted via your .mil email address.
2. \_\_\_\_ Letter of introduction stating your interest in the position, how you will add value to the LANG-CDP.
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.).