

FTNGD-OS VACANCY ANNOUNCEMENT

MISSOURI NATIONAL GUARD HOMELAND RESPONSE FORCE (HRF) 301 West Fremont Road Lebanon, MO 65536	ANNOUNCEMENT: HRF 27-026 OPENING DATE: 03 SEP 2026 CLOSING DATE: 05 OCT 2026
TELEPHONE NUMBERS: Commercial (417) 588-2058 x13528	☒ Permanent Change of Station (PCS) is not authorized for this position. ☐ Permanent Change of Station (PCS) may be authorized if in the best interest of the government.
POSITION TITLE, MOS AND GRADE: HRF CASE Plans Officer O1-O3	LOCATION: 301 West Fremont Road Lebanon, MO 65536
Memorandum of Agreement signed by the chain of command for expectation of manning requirement during a CBRN mobilization. SECRET Security Clearance Required	FOR MORE INFORMATION: zachary.d.weeks.mil@army.mil (417) 588-2058 x13528 james.n.brown1.mil@army.mil (417) 588-2058 x13533

WHO MAY APPLY:

APPLICATIONS WILL BE ACCEPTED ONLY FROM:

- All Sources (M-Day, Technician and AGR) who are O1-O3 can apply.

CURRENT MILITARY GRADE REQUIREMENTS: Qualified Missouri National Guard members in the rank of 2nd Lieutenant through Captain may apply. Max grade allowed is CPT (O-3) through duration of tour.

DUTIES AND RESPONSIBILITIES: Responsible for the coordination of training analysis, studies, and provides recommendations on initiatives, operations, and policies. Represents the CASE on various boards and joint/interagency working groups. Responsible for the development of shared understanding between the HRF, TF-CBRN, and CASE as well as local, regional, and national government and non-governmental agencies. Focuses efforts towards preparing for and conducting Defense Support of Civil Authority (DSCA) operations and demonstrates mastery of the five J3 OPS core competencies: Situational Awareness, Information Management, Mission Management, Historical Documentation, and Planning. Maintains capability/asset visibility of both Air and Army National Guard. Maintains awareness of events occurring in the area of operation (Missouri) and area of interest (Regionally/Nationally/Globally). Develops/refines/executes procedures to maintain a Common Operating Picture of developing events throughout the breadth and depth of the MONG, with Interagency and adjacent military partners, and with National Guard Bureau. Prepare/briefs Situation Reports (SITREPS) and Commander Update Briefs. Receives, validates, synchronizes, de-conflicts, assigns and tracks missions, actions requests for information and requests for assistance. Conducts mission analysis and assist in developing Comses of Action (COA) during the Joint Planning Process (JPP). Assist in the preparation and publication of WARNORDs, OPORDs, FRAGORDs, SOPs and other official communication to Joint elements. Assist in the planning, sourcing, and procurement of external military (T32 and TIO) forces to support catastrophic events. Assists in the management of HRF CASE budget through established mechanisms (DAMPS, GFEBS, DTS, UFRs, Spend Plans, etc.). Assists in the management of HRF FTNGD-OS packets. Leads or assists in the MONG Protection Working Group, Antiterrorism-Force Protection and Operational Security programs. Performs other duties as assigned.

DESIRABLE QUALIFICATIONS:

1. Excellent communications skills
2. Experience in a Command and Control environment
3. Basic knowledge of CBRN
4. Function at a high-level in a team setting
5. Deployment/Staff Experience

☒ **MISSOURI ARMY NATIONAL GUARD MEMBERSHIP IS REQUIRED** ☒

TOUR CONTINUATION: Anticipated duration is October 2026 through 30 September 2027. Applicants are advised that consideration for continuation of their tour beyond the initial period is dependent upon availability of funds, satisfactory performance, and continued compliance with weight standards of AR 600-9 and 350-1. Approval of initial tour as well as request for tour renewal is at the discretion of the command and subject to availability of funds.

SUPPLEMENTAL INFORMATION: NO UNFAVORABLE PERSONNEL ACTION PENDING (FLAGGED). IAW AR 600-8-2 and AR 135-18. NO TEMPORARY PROFILES IAW ARNG-HRH PPOM #20-003.

SUPPLEMENTAL INFORMATION: NO UNFAVORABLE PERSONNEL ACTION PENDING (FLAGGED). IAW AR 600-8-2 and AR 135-18. NO TEMPORARY PROFILES IAW ARNG-HRH PPOM #13-020.

INSTRUCTIONS FOR APPLYING

- 1. DA FORM 1058 (NOTE: Supersedes previous version 1058-R) -** Soldier MUST sign block 20. Commander must sign block 32b and Records Custodian must sign block 33a-c.
- 2. TOUR ANNOUNCEMENT-** ADOS tour announcement for which the application is for.
- 3. Copy of DTMS/ATIS printout of the Service Member's ACFT/AFT, Height / Weight / Body Composition data.** Service Member must have passed an ACFT/AFT within 12 months of announcement closing date.
- 4. Copy of ERB/ORB/SRB/ Soldier Talent Profile** dated within one year of announcement closing date.
- 5. Copy of MEDPROS-** Individual Medical Readiness Record displaying evidence of: Periodic Health Assessment completed with-in 12 months and HIV with-in last 2 years. (HIV Draw can be done after interview and selection). Medical documentation other than MEDPROS will not be accepted and will cause the application to be immediately destroyed.
- 6. Copy of your DA Form 3349 (Physical Profile) and MOS Medical Retention Board (MMRB) results (if applicable).**
- 7. Copies of the last (3) NCOERs or OERs.** If 3 are not available a statement your first line supervisor attesting to your character of service is required.
- 8. NGB Form 23 (Retirement Point Summary)/DA 5016** or a Statement of Service within 12 months.
- 9. Security Clearance MFR** (JPAS is not accepted).
- 10. Memorandum to the hiring board.** Memorandum will include current mailing and telephonic contact information at a minimum. It may include specific qualifications that would be beneficial to this position that the applicant would like to highlight. This memorandum must be dated and signed.

If you are unable to provide any of the documents above, a memorandum must be submitted explaining why that document is not available.

EQUAL OPPORTUNITY: The Missouri National Guard is an Equal Opportunity Employer. Personnel on Title 32 Tours will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin, political affiliation, or any other non-merit factor.

CAUTION: If your packet does not provide all the information requested on the forms and documents listed above, you will lose consideration for the ADOS position. **ONLY** complete applications will be considered. Applicants are responsible for maintaining a copy of their applications.

You may only include one job announcement per application packet. If applying for multiple positions send a separate packet for each announcement.

Scan/Email completed packets in ONE pdf file to: CSM James Brown at james.n.brown1.mil@army.mil and SFC Zachary Weeks at zachary.d.weeks.mil@army.mil

MAILING APPLICATIONS: Submit your application to Attn: SFC Weeks, 301 West Fremont Road, Lebanon, MO 65536.

THIS ANNOUNCEMENT WILL BE CALLED TO THE ATTENTION OF ALL ASSIGNED PERSONNEL AND POSTED IN A TIMELY MANNER ON ALL BULLETIN BOARDS.