

FTNGD-OS VACANCY ANNOUNCEMENT

MISSOURI NATIONAL GUARD JOINT RESILIENCY DIRECTORATE (J9-JRD) 2302 Militia Drive Jefferson City, MO 65101	ANNOUNCEMENT: JRD 26-001 OPENING DATE: 25 FEB 26 CLOSING DATE: 09 MAR 26
TELEPHONE NUMBERS: Commercial 573-638-9500 x39704	<input checked="" type="checkbox"/> Permanent Change of Station (PCS) is not authorized for this position. <input type="checkbox"/> Permanent Change of Station (PCS) may be authorized if in the best interest of the government.
POSITION TITLE, MOS AND GRADE: Casualty Operations / J9 Operations NCOIC MOS Immaterial E7-E8	POSITION LOCATION: 2405 Logistics Road Jefferson City, MO 65101
Memorandum of Agreement signed by the chain of command for expectation of manning requirements. <u>SECRET Security Clearance Required</u>	FOR MORE INFORMATION: gessee.s.steck.mil@army.mil (573) 658-9500 ext. 37096 jeffrey.w.felton.mil@army.mil (573) 658-9500 ext. 39704
<p>WHO MAY APPLY:</p> <p style="text-align: center;">APPLICATIONS WILL BE ACCEPTED ONLY FROM:</p> <ul style="list-style-type: none"> • All Sources (M-Day, Technician and AGR) who are E7-E8. <p><u>CURRENT MILITARY GRADE REQUIREMENTS:</u> Qualified Missouri National Guard members in the rank of Sergeant First Class through Master Sergeant may apply. Max grade allowed is MSG (E8) through duration of tour.</p> <p><u>DUTIES AND RESPONSIBILITIES:</u> Serves as the full-time state Casualty Operations Manager and Operations NCO for the Joint Resiliency Directorate (J9), responsible for recording, reporting, verifying, and processing casualty information from unit level to Casualty Assistance Centers; notifying appropriate individuals and providing casualty assistance to next of kin in accordance with AR 638-8 and AR 638-2; managing assignment, tracking, and training of CNOs/CAOs and ensuring dignified, accurate, and compassionate support to Families and survivors; maintaining liaison with higher headquarters and external agencies; and integrating casualty trends into J9 resiliency, prevention, and risk-reduction efforts while overseeing the directorate's battle rhythm, reports, training, knowledge management, and SOP development. Performs other duties as assigned.</p> <p>DESIRABLE QUALIFICATIONS:</p> <ol style="list-style-type: none"> 1. Strong communications skills 2. Compassion and empathy 3. Excellent attention to detail 4. Analytical skills 5. Function at a high-level in a team setting <p style="text-align: center;"><input checked="" type="checkbox"/> MISSOURI ARMY NATIONAL GUARD MEMBERSHIP IS REQUIRED <input checked="" type="checkbox"/></p> <p><u>TOUR CONTINUATION:</u> Anticipated duration is 23 March 2026 through 30 September 2026. 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.</p> <p><u>SUPPLEMENTAL INFORMATION:</u> NO UNFAVORABLE PERSONNEL ACTION PENDING (FLAGGED). IAW AR 600-8-2 and AR 135-18. NO TEMPORARY PROFILES IAW ARNG-HRH PPOM #20-003.</p> <p><u>SUPPLEMENTAL INFORMATION:</u> NO UNFAVORABLE PERSONNEL ACTION PENDING (FLAGGED). IAW AR 600-8-2 and AR 135-18. NO TEMPORARY PROFILES IAW ARNG-HRH PPOM #13-020.</p>	

INSTRUCTIONS FOR APPLYING

INDIVIDUALS MUST SUBMIT THE FOLLOWING REQUIRED DOCUMENTS:

- 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** 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 within the 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 from your first line supervisor attesting to your character of service is required.
- 8. NGB Form 23 (Retirement Point Summary)** and/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 application 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 into one .pdf portfolio to: CSM Jeffrey Felton at jeffrey.w.felton.mil@army.mil, and MSG Gessee Steck at gesse.s.steck.mil@army.mil.

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