



MISSOURI NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

MISSOURI ARMY and/or AIR NATIONAL GUARD
HUMAN RESOURCES OFFICE - JOINT FORCE HEADQUARTERS
2302 MILITIA DRIVE
JEFFERSON CITY, MO 65101-1203



ANNOUNCEMENT NUMBER: A25-111

OPENING DATE: 15 Oct 25

CLOSING DATE: 15 Nov 25

- POSITION TITLE: BI-LATERAL AFFAIRS OFFICER (BAO) (OTOT)
- MOS/AFSC: 01A
- MAXIMUM AUTHORIZED MILITARY GRADE: O4
- PARAGRAPH NUMBER: 999J
- LINE NUMBER: 99

APPOINTMENT FACTORS: OFFICER: (X)

WARRANT OFFICER: ()

ENLISTED: ()

LOCATION OF POSITION:

US EMBASSY ODC, PANAMA CITY, PANAMA

WHO MAY APPLY:

Must be a current member of the National Guard within the grade(s) of O1 and O4. Applying officers must be BOLC-qualified. This is a three-year accompanied tour or two-year unaccompanied tour with a PCS move. Tour may be extended for six (6) additional months with Combatant Command (CCMD) and TAG approval in accordance with the Memorandum of Agreement (MOA) between The National Guard Bureau and USSOUTHCOM. AREA OF CONSIDERATION: This position is open to the grades of: O1 to O4. the selectee must be a current MONG Officer or inter-state transfer to MO prior to beginning orders. Individual selected will receive an OTOT Tour with the Missouri Army National Guard. In order to be considered for this position's applicants must meet minimum qualifications as outlined on this announcement. Selectee must be available for pre-tour TDY training and possess familiarity in the Spanish language.

INSTRUCTIONS FOR APPLYING: Follow the link: <https://ftsmcs.ngb.army.mil/protected/Jobs/>. CAC login is required due to the transferal of PII (Personally Identifiable Information).

If you do not have an FTSMCS account you will be prompted to create one. Once logged in, you will see the dropdown 'Applications' available at the top left corner of the page. Click 'Applications -> ARNG-HRA -> Jobs -> Apply for a Position'. The complete application submission guide is available below in the MOGUARD link.

The documents listed **WILL** be submitted "AS A MINIMUM". Individuals must submit the following **REQUIRED documents or a memorandum explaining why item is missing or not in compliance**. Forms/examples can be found at <http://www.moguard.ngb.mil/Resources/Human-Resources-Office/>. Hyperlinks to find the correct forms are also provided in FTSMCS during the application process. **Make sure the documents have proper signatures and are dated within the guidelines below. Each document submitted must be viewable and in .PDF format ONLY. Nothing will be added to the application once the announcement has closed. Applications will only be accepted through FTSMCS.** (If you do not meet all of these requirements, your application packet will be rejected.)

1. [NGB 34-1]
2. Copies of last 5 OERs
3. [DA Form 705]- Army Physical Fitness Record with most recent APFT. All current valid passing APFT Scores remain valid. The Soldier's last record APFT remains valid until further notice IAW current policy (HQDA EXORD 164-20 FRAGO 1)."
4. [NGB 23 or NGB 23A]- Most recent Army National Guard Annual Statement also known as Retirement Point Summary and/or a Statement of Service.
5. [DD 214 and/or NGB 22]- All DD 214 copies must have Block 24 showing Character of Service and all NGB 22 copies must have Block 10 showing Record of Service.
6. [DA 3349]- Physical Profile and MOS Medical Retention Board MMRB (ONLY IF APPLICABLE).
7. [IMR Record]- Individual Medical Readiness. This form will show the PUHLES and last PHA date. The PHA date must be within last 15 months of the job announcement closing date. (Upon selecting/signing-in to link, select PRINT or scroll down and select IMR link; must have all PHA and PULHES data). IAW NGR 600-5, "the IMR must be dated within the last 12 months to be valid." If the date on a submitted IMR is older than 12 months, applicants will be rejected. MEDPROS screenshots are not authorized. Call AGR Branch or your S1 for clarification.
8. DA Photos are prohibited as part of the application packet IAW current policy.
9. DD Form 5500 (male)/DD Form 5501 (female) Body Fat Content Worksheet (if applicable)
10. Biographical Sketch
11. Memorandum to Selecting Official if applicable
12. Applicant must have completed 4 years membership in the National Guard
13. Must have Eighteen months of successful command of MTOE (battery/company/troop)
14. Minimum rank of CPT with Captain Career Course complete is required; Major with ILE/AOC complete is preferred.
15. Staff experience at the Battalion or Brigade level is preferred.
16. Items 13-16 may be waived by The Adjutant General if the applicant is otherwise qualified.

MINIMUM APPOINTMENT REQUIREMENTS:

1. Applicants must meet initial eligibility requirements of Table 2-1, AR 135-18.

2. Applicants must satisfy requirements outlined in NGR 600-5, NGR 600-200, and NGR 601-1
 3. Applicants must not be subject to flagging actions during selection or upon entering an AGR status.
 4. Must meet the Army body fat standards IAW AR 600-9.
 5. Must meet the Army medical retention standards in accordance with AR 40-501, Chapter 3.
 6. Applicants must have no derogatory information within their Official Military Personnel Record (OMPF)
 7. Applicants separated from military service for cause constitutes ineligibility, unless National Guard Bureau (NGB) grants an approved exception to policy/regulation prior to application submission
 8. Selectee must be able to complete a 3 year tour of active duty prior to completing 18 years of active federal service, unless waived by NGB.
 9. Must meet the security clearance requirements of the position.
 10. Be able to pass the Standard Army Fitness Test (AFT)
 11. DA Photos are prohibited as part of the application packet IAW current policy.
 12. Mandatory FTS training is a condition of maintaining employment.
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BRIEF JOB DESCRIPTION:

The Bilateral Affairs Officer is a member of the Office of Security Cooperation (OSC) team in the US Embassy, Panama. Service Member's (SM) duties encompass the core of the planning, and coordination of schedules and execution of Traveling Contact Teams (TCTs), Familiarization Visits (FAMs), and other events. The Bilateral Affairs Officer will serve a two year with a possible additional six month accompanied Permanent Change of Station (PCS) tour. The Bilateral Affairs Officer will coordinate State Partnership Program events as well as other similar events that involve active duty forces stationed in the Republic of Panama. The Bilateral Affairs Officer will provide country teams, DoD Personnel, and State Partnership Program Director with partner country information on State Partnership Program relevant activities. Will provide logistical support and partner country coordination for Traveling Contact Teams, Senior Leader Visits, and will attend and provide input during planning conferences at the National Guard Bureau and Combatant Command levels. Will coordinate with the State Partnership Program Director on a routine basis to schedule, plan, coordinate and execute State Partnership Program events. The term "bilateral" is important, because it indicates the program is between the United States and the Republic of Panama (Host Nation). This tour is a one-time occasional tour. The tour will be for two years accompanied

beginning on or around 1 July 2024. Individual must complete required mandatory training prior to reporting to Panama. Depending on course availability, individual selected will need to be available to start attending courses / training a couple months prior to report date.

SELECTING SUPERVISOR:

MAJ JONATHAN HOLEM

CONTACT INFO:

Air National Guard Human Resources POC: Mr. Aaron Williamson (573-638-9500 ext. 37498)

131st Bomb Wing Remote Designee POC: TSgt Samantha Harris (DSN: 824-8909)

139th Airlift Wing Remote Designee POC: MSgt Jordan Rumpf (DSN: 356-3059)

Army National Guard Human Resources POC: Mr. Jeffery Howard (573-638-9500 ext. 37057)

AGR Branch OIC: 1Lt Erin Rhoads (573-638-9757 ext. 39757)

AGR Branch NCOIC: 1SG Justin Lawzano (573-638-9654 ext. 39654)

AGR Branch NCO: SFC Kendra Cox (573-638-9500 ext. 37490)

AGR Branch NCO: SSG Troy Schaffer (573-638-9674 ext. 39674)

Human Resources Director: LTC Daniel J. Campbell (573-638-9642 ext. 39642)

Human Resources Deputy Director: Maj Adam W. Rackers (573-638-9600 ext. 39600)

EQUAL OPPORTUNITY:

The Missouri National Guard is an Equal Employment 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.

ADDITIONAL INFORMATION:

Applications will be screened after the job closes; therefore, all documents must be current and valid as of the closing date.

Please review documents for accuracy prior to submission to HRO.

IF YOUR APPLICATION DOES NOT PROVIDE ALL OF THE INFORMATION REQUESTED ON THE FORMS AND DOCUMENTS LISTED ABOVE, YOU WILL LOSE CONSIDERATION FOR THE JOB.

ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.

Documents can be updated and replaced up until the closing date. If you wish to upload additional documentation (Letter of Recommendation, Certifications, DA 1059's, etc.) simply upload the file under "Any additional documentation".

FTSMCS will generate responses based on the status of the job announcement. These generated responses will be sent to the email linked with your account. If selected for a position, you will receive notification from FTSMCS and later from our office.

If you have any questions on applying or eligibility please see the FAQs and guides on the MOGUARD website. If you still have questions, see the above contact information and call our office well in advance of the closing date.