



MISSOURI NATIONAL GUARD
JOINT FORCE HEADQUARTERS
IKE SKELTON TRAINING SITE
2302 MILITIA DRIVE
JEFFERSON CITY, MISSOURI 65101-1203

S: MAY 26 2017
APR 26 2017

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MEMORANDUM FOR DISTRIBUTION A & I

SUBJECT: Traditional Position Announcement with **MO RTI, Ft Leonard Wood, MO (SWVA #17-0127)**

1. **MO RTI, Ft Leonard Wood, MO** has a vacant 00F58, E8/MSG Chief Instructor position (Para/Line 002/02). See the enclosed vacancy announcement for duties and qualifications.
2. **Interested Soldiers** must submit the attached application and all required documentation to HQ, 140th Regiment (MO RTI), ATTN: SFC Patricia Parton, 13314 Artillery Circle, Ft Leonard Wood, MO 65473 or via email at patricia.l.parton2.mil@mail.mil **NLT 26 May 2017** Reference EPS Control # 17-0127 on all documents.
3. **All units** will post this announcement on the unit bulletin board **and** in their monthly newsletter thru the suspense date.

FOR THE MILPO:

Encl

RICHARD W. HOPKINS
CPT, AG, MOARNG
MCMB OIC

**MISSOURI NATIONAL GUARD
VACANCY ANNOUNCEMENT**

Opening Date: 26 April 2017

Closing Date: 26 May 2017

Position: 31B Chief Instructor (1 vacancy)

Grade: E-8 / MSG

DMOS: 31B

Para/Lin: 002 / 02

Location: 140th Regiment (MO-RTI), Fort Leonard Wood, MO

APPOINTMENT FACTORS: The vacancies are **TRADITIONAL GUARD** positions

M-DAY APPLICANTS MUST:

1. Meet physical standards IAW Chapter 3, AR 40-501 (Retention Standards). Meet height and weight standards of AR 600-9.
2. Must be able to pass the Standard Army Physical Fitness Test (APFT).

Minimum Military Grade: SFC / E-7

Maximum Military Grade: MSG / E-8

WHO MAY APPLY: All qualified Missouri Guard members and those eligible for enlistment or transfer into the Missouri Army National Guard in the rank of Sergeant First Class or higher. Soldiers must have served in the PMOS for which they are applying for a minimum of three years.

MAJOR DUTIES: Instruct, evaluate and counsel students IAW standards in POI course support material and SOP. Courses include, but are not limited to MOS-T for primary MOS, Observer/Controller, and Foundation Instructor Facilitator Course (FIFC). Soldiers will be expected to travel throughout the state for instructor duty. The ability to work more than one two-week Annual Training period per year is expected.

PHYSICAL DEMANDS AND QUALIFICATIONS:

- (1) Possess mature judgment and initiative
- (2) Have no speech impediment
- (3) Display good military bearing
- (4) Be fully qualified in 31B with at least three year's experience in that MOS.
- (5) Demonstrate the ability to be an instructor
- (6) Must display high moral character as determined by the following criteria:
 - (a) No pattern of undesirable behavior as evidenced by civil and military records
 - (b) No record of convictions by court martial
 - (c) No record of civilian conviction within the last two years other than minor traffic offenses
- (7) Must be able to meet TASS accreditation standards which are:

- (a) Be certified by proponent
- (b) DA Form 1059/DD Form 214 for the course being instructed
- (c) Complete Instructor Course (ABI or equivalent), MOS certification board and be awarded Additional Skill Identifier (ASI) of H or 8 within 12 months
- (d) Meet physical standards of the vacancy specific MOS. Instructors with profiles must have authorization to maintain the applicable MOS. Exceptions must be verified by an approved waiver.
- (e) Must have a valid driver's license
- (f) One year experience in a leadership position in the MOS is preferred but not required
- (g) Deployment experience is preferred but not required

HOW TO APPLY: Soldiers' application packet should consist of the following required items:

1. Copy of DA Form 705 (Army Physical Fitness Test Score Card) with last two tests, with a passing score within the past 12 months.
2. Copy of current (up-to-date) ERB (Enlisted Record Brief, including ASVAB scores)
3. Copy of most recent MEDPROS IMR Report or physical examination forms (SF 88 and SF 93 or DD Form 2807-1 and DD Form 2808) and a statement explaining any changes in medical status or any medical treatment since last physical examination. Must provide a copy of DA Form 5500-R (Body Fat Worksheet) and / or DA Form 3349 (Physical Profile) if applicable.
4. Copies of last three (3) NCOERS and/or a statement by unit commander as to member's character of service (if three NCOERS are not applicable).
5. NGB Form 23 (RPAS Statement) with copies of all DD Form 214 and NGB Form 22
6. DA Form 1059 (Service School Academic Evaluation Report) for all NCOES attended and for the PMOS
7. Cover letter addressing your reasons for transfer to this position, to include contact phone and email information.
8. Letters of recommendation are suggested but not required.

CAUTION: If your packet does not provide all the information requested on the forms and documents listed above, you may lose consideration for the job and not be interviewed. ONLY complete packets will be considered for interview, incomplete packets will be returned to the applicant without further communication.

FORWARD COMPLETED PACKETS TO:

HQ, 140th Regiment (MO-RTI)
ATTN: SFC Patricia Parton
13314 Artillery Circle
Ft Leonard Wood, MO 65473

Or, scan packets to: patricia.l.parton2.mil@mail.mil

ALL APPLICANTS ARE CONSIDERED WITHOUT REGARD TO RACE, RELIGION, COLOR, NATIONAL ORIGIN, SEX, POLITICAL AFFILIATION, AGE (WITH AUTHORIZED EXCEPTIONS) OR ANY OTHER NONMERIT FACTOR.

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

For more information, call SFC Patricia Parton at 573-329-9012; 573-638-9000, extension 39012.