DEPARTMENT OF THE ARMY
JOINT FORCE HEADQUARTERS - MONTANA
1956 MOUNT MAJO STREET
FORT HARRISON MT 59636-9725

MONTANA ARMY NATIONAL GUARD
Active Guard Reserve (AGR) Job Announcement

Job Announcement #	ARNG 27-11
Opening Date	09 November 2026
Closing Date	08 December 2026
Position Title	Det. Readiness NCO (RSP)
Duty MOS / AOC	00F (*MOS Immaterial*)
Grade Authorization	Min Grade: E-5 / SGT
	Max Grade: E-6 / SSG
Organization	Recruiting and Retention Battalion
Duty Location	Missoula, MT
Tour Authority	Full-Time Military Force (FTM) Active Guard/Reserve (AGR) Program | Title 32 U.S.C. § 502(f)
Selecting Official	LTC Christopher Oelkers
Duty Description POC	SFC Alexis Ochoa | 406-324-3250 | alexis.p.ochoa2.mil@army.mil

PERSONNEL ELIGIBLE FOR CONSIDERATION

Areas of Consideration	
Area I	Soldiers who have been accessed into the MTARNG AGR Program and have completed more than 18 months of their initial AGR tour.
Area II	Soldiers who are current members of the MTARNG. Soldiers serving on a One-Time Occasional Tour (OTOT) and AGRs who have completed less than 18 months of their Initial Stabilization tour.

POSITION DESCRIPTION: RECRUIT SUSTAINMENT PROGRAM (RSP) NCO

Serves as the Recruit Sustainment Program (RSP) Detachment Readiness NCO for the Montana Army National Guard Recruiting and Retention Battalion, directly responsible for the acclimation, physical conditioning, administrative readiness, and mental preparation of newly enlisted Soldiers (RSP Warriors) prior to attending Initial Active Duty Training (IADT). Working under the direction of the RSP Company Commander and First Sergeant, executes the Soldier Empowerment and Readiness (SEAR) phased curriculum, conducts pre-ship administrative inspections, facilitates the formal Battle Hand-Off process for MOS-qualified Soldiers returning from AIT, ensuring seamless reintegration and reporting to their gaining units, and enforces Army standards of discipline to maximize direct ship rates and eliminate training pipeline loss across the state.

SECTION I: ELIGIBILITY REQUIREMENTS

To be eligible for this position, applicants must meet all eligibility requirements as of the closing date. Applications will be screened against criteria in AR 135-18, AR 40-501, DA Pam 611-21, NGR 600-5, and other applicable regulations. Applications meeting the screening criteria will be forwarded to the selecting official; applications not meeting the screening criteria will not be considered and applicants will be notified in memorandum format.

Requirement Area	Policy & Eligibility Criteria
AGR Entry & Service	Must be eligible to serve an initial three-year (18-month) tour.
Waiver Submissions	Applicants who qualify under AR 135-18, Table 2-1, but have a waivable disqualification under Table 2-2, must include a request for the appropriate waiver with their application packet.
Current Stabilization	Applicants currently under stabilization in accordance with CNGBM 3501.00, NGR 600-5, or MTARNG Title 32 AGR Reassignment Stabilization Policy **must** attach a waiver request with their application that has been reviewed/approved by their Brigade level Administrative Officer (AO).
Security Clearance	Must possess or be eligible to obtain and maintain a minimum-security clearance of SECRET.

SECTION II: CONDITIONS OF ACCEPTING THIS POSITION

Acceptance of this AGR position constitutes agreement to the following terms and operational conditions:

Category	Condition of Service
Tour Stabilization	Mandatory 36-Month Stabilization: The first 36 months of this tour are stabilized, except in cases of mobilization or force structure modifications.

Category	Condition of Service
Fitness & Body Composition	Must have a passing Army Fitness Test (AFT) and waist-to-height ratio (WHtR) assessment within the past 6 months and meet any applicable Combat Fitness Test (CFT) requirements to start on orders.
Medical & Physical Profile	Must have a current Periodic Health Assessment (PHA) completed within the last 12 months.
Substance Screening	Active Guard Reserve (AGR) Soldiers are subject to ongoing periodic urinalysis drug screening.
Financial & Travel	Must obtain and maintain an active Government Travel Charge Card (GTCC) in good standing. Permanent Change of Station (PCS) expenses may be authorized.

SECTION III: APPLICATION REQUIREMENTS

Required Documents		Accepted Format(s) / Details
All Applicants	**Letter of Intent**	Memorandum format (*sample enclosed*).
	Soldier Record Brief	Soldier Talent Profile (STP) (from IPPS-A).
	Medical Readiness (IMR)	MEDPROS Individual Medical Readiness report, printed within the last 30 days.
	Fitness Test (AFT/CFT)	Most recent, ATIS Printout or DA Form 705 (AFT Scorecard).
	Body Composition Assessment (WHtR)	ATIS Printout, DA Form 5500/5501, or Verification Memorandum from Unit.
	Evaluation Reports	Last three DA 2166-9 or DA 67-10 reports.
	Police Record Check	DD Form 369 (APR, 2019)
	POSTA Certification	Certification on Non-Disqualification for Positions of Significant Trust and Authority (POSTA) Memorandum (*sample enclosed*).
Area I Additional Documents	**Biographical Sketch**	IAW NGR 600-200 Figure G-3 (*sample enclosed*).
	Stabilization Waiver	Required if currently stabilized (*sample enclosed*). Must be reviewed/approved by respective Brigade level AO/OIC ***prior*** to submission.

Required Documents		Accepted Format(s) / Details
Area II Additional Documents	**NGB Form 34-1**	Application for AGR, completed and signed.
	Physical Profiles	DA Form 3349 (temporary/permanent), *if applicable*.
	Retirement Points	DA Form 5016 (from IPPS-A)
	Active Service Records	Include any DD Forms 214/215, NGB Forms 22, ***or*** provide a DA Form 1506 (Statement of Service).

Application Submission Policies	
Accountability	**Any missing or expired mandatory documents must be formally explained using a brief, detailed Memorandum for Record (MFR) (*sample enclosed*).**
Draft Evaluations	Only finalized, signed evaluation reports will be accepted. Draft versions will be discarded.
Unsolicited Documentation	Extra documents, including Letters of Recommendation, are prohibited and will not be forwarded to the selection board.

SECTION IV: INSTRUCTIONS FOR SUBMITTING APPLICATION

Emailed packets are preferred and must be submitted as a single PDF (no more than 2 attachments, not to exceed 12MB) to ng.mt.mtarng.list.j1-agr-applications@army.mil prior to 2400 MST on **08 December 2026**. Hand-carried packets must be received by HRO no later than 1630 MST on the closing date. Incomplete, late, or improperly formatted packets will not be considered. Soldiers who fail to comply with these procedures will be notified in memorandum format. Application packets become the property of the MTARNG and will not be returned. For questions regarding the application submission process, contact CW3 Ryan Baldry at (406) 324-3248 or via email at ryan.d.baldry.mil@army.mil

SELECTION PROCESS & EQUAL OPPORTUNITY

After interviews, the Selecting Official will rate applicants and forward results to HRO-A for final approval and notification. The Montana National Guard is an Equal Opportunity Employer. Selection will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factor.

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\\ HQ MTNG //
\\ OFFICIAL //
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KENNETH F. FECHTER
Col, MTANG
Human Resources Officer

POSITIONS OF SIGNIFICANT TRUST AND AUTHORITY (POSTA) REQUIREMENTS

Note: Applicants for POSTA positions must meet all requirements listed below prior to becoming eligible for acceptance into the AGR program. If Applicants have favorable results in all State Level Checks, they can be hired in temporary ADOS status until NGB Level Checks are returned with favorable results.

State Level Checks/Requirements (COL (O6) Appointing Authority):

- Must be able to produce a favorable National Agency Check with Law and Credit (NACLC).

- Must complete a Department of the Army Sensitive Duty Assignment Eligibility Questionnaire (DA Form 7424).

- Must not be listed on the National Sex Offender Public Website, (http://www.nsopw.gov) verified and signed by the interviewing agency.

- Must provide written consent that authorizes Department of Defense to access criminal history record information for POSTA and receive favorable results from the Nationwide FBI Database digital fingerprint capture system check. This check is completed by the State Security Manager.

- Must complete a DD Form 369 for use in Police Records check.

- Must complete, and provide, a favorable Behavioral Health Interview (DA Form 3822).

NGB Level Required checks (POC ARNG-GSS/HRP):

- Must have favorable results, showing no Type I or Type II offense, as listed above:
    - o Department of Army Inspector General (DAIG)
    - o Criminal Investigation Division (CID)
    - o Office of Military Personnel File including Restricted Fiche Review (OMPF)
    - o Army Substance Abuse Program (ASAP)

ANNEX B: TYPE I AND TYPE II REPORTS OF UNFAVORABLE INFORMATION OR OFFENSES

****THESE CRITERIA APPLY TO MILITARY ONLY****

(SEE CIVILIAN SCREENING POLICY FOR CIVILIAN CRITERIA)

STATUS (PROVIDED FOR FUTURE CODING USE; C AND D INDICATE “CREDIBLE EVIDENCE”):

A. ALLEGED, NO INDICATION OF INVESTIGATION OR ACTION TAKEN
B. INVESTIGATION COMPLETE, NOT FOUNDED OR NOT SUBSTANTIATED
C. INVESTIGATION COMPLETE, FOUNDED OR SUBSTANTIATED
D. ADVERSE ACTION TAKEN (INCLUDING, BUT NOT LIMITED TO, CIVILIAN OR COURT-MARTIAL CONVICTION, LETTER/MEMORANDUM OF REPRIMAND, NON-JUDICIAL PUNISHMENT, RELIEF FOR CAUSE EVALUATION, ETC.)

TYPE I OFFENSES, ACTIVITY OR SITUATIONS (NO TIME LIMITATION):

1. SEXUAL HARASSMENT
2. SEXUAL ASSAULT (INCLUDING, BUT NOT LIMITED TO, VIOLATIONS OF UCMJ ARTICLES 80, 120, 120b AND 125)
3. DOMESTIC VIOLENCE (AS DEFINED IN AR 608-18, OR REF K) OR A CRIMINAL OFFENSE INVOLVING A CHILD OR CHILDREN
4. PANDERING
5. POSSESSION, DISTRIBUTION, RECEIVING OR VIEWING CHILD PORNOGRAPHY
6. ADULTERY
7. INCEST
8. PROSTITUTION
9. BESTIALITY
10. STALKING
11. SEXUAL ACTIVITY WITH A SUBORDINATE OR FRATERNIZATION OF A SEXUAL NATURE
12. ILLEGAL DRUG USE OR POSSESSION, TO INCLUDE ABUSE OF PRESCRIPTION MEDICATION AND SYNTHETIC DRUGS
13. ANY SPECIAL OR GENERAL COURT-MARTIAL CONVICTION OR ANY CIVILIAN CRIMINAL FELONY CONVICTION IN A SOLDIER'S CAREER (INCLUDING SISTER SERVICES COURT-MARTIAL CONVICTIONS)
14. PREVIOUS SEPARATION FROM ANY SERVICE FOR ANY TYPE I OFFENSE
15. CONDUCT IN VIOLATION OF ARMY'S POLICY REGARDING PARTICIPATION IN EXTREMIST ORGANIZATIONS OR ACTIVITIES
16. INITIAL ENLISTMENT WAIVERS FOR DEROGATORY INFORMATION RELATED TO ANY TYPE I OFFENSE LISTED ABOVE

TYPE II OFFENSES, ACTIVITY OR SITUATIONS (OVER A SOLDIER'S CAREER, UNLESS OTHERWISE SPECIFIED):

1. ALCOHOL ABUSE (AS DEFINED IN AR 600-85, OR REF I)
2. LARCENY/THEFT/FRAUD/BURGLARY
3. RELIEF FOR CAUSE NCOER OR OER WHILE IN CURRENT GRADE OR IN PAST 5 YEARS, WHICHEVER IS LONGER
4. PREVIOUS SEPARATION FROM ANY SERVICE FOR ANY TYPE II OFFENSE
5. INITIAL ENLISTMENT WAIVERS FOR DEROGATORY INFORMATION (NOT RELATED TO AN OFFENSE LISTED IN TYPE I)
6. ASSAULT (OF NON-RELATIVE OR DOMESTIC PARTNER) IN THE PAST 5 YEARS

ADMIN REPORTS THAT PRECLUDE INITIAL APPOINTMENT TO A POSITION OF TRUST:

1. SOLDIERS WHO ARE FLAGGED, BARRED TO REENLIST, OR CODED WITH ANY ADMINISTRATIVE INFORMATION INDICATING LEGAL INVESTIGATION IS UNDERWAY ARE PROHIBITED FROM INITIAL APPOINTMENT OR SERVICE IN A POSITION OF TRUST UNTIL THE FLAG, BAR OR CODE IS REMOVED.
2. SOLDIERS PENDING DETERMINATION BY A MEB/PEB/MAR2 PROCESS ARE NOT ELIGIBLE FOR APPOINTMENT AS A SARC/SHARP VA UNLESS FOUND FIT FOR CONTINUED DUTY.

SOLDIERS WITH A CURRENTLY REVOKED, DENIED OR SUSPENDED SECURITY CLEARANCE, OR WHO FAILED TO ATTAIN OR MAINTAIN A FAVORABLE NACLC INVESTIGATION ARE NOT ELIGIBLE FOR APPOINTMENT TO A POSITION OF SIGNIFICANT TRUST.

DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL DATE

MEMORANDUM FOR Selecting Official, Job Announcement _____

SUBJECT: Application for Position Vacancy

1. Request consideration for the position of _____, Job Vacancy Announcement # _____.

2. [Address specific qualifications you have for the position applied for. Highlight any pertinent information not evident in your application packet. Include applicable civilian experience that may enhance your ability to perform this mission].

3. [Identify when you would be available to assume this position and whether or not you are willing to work in more than one location. Provide the best daytime phone number and an email to reach you for the Selecting Official to set up an interview].

FIRST MI. LAST NAME
RANK, MTARNG
Position/Job Title

BIOGRAPHICAL SKETCH

Name (last, first, MI): Date:

DODID:

Primary MOS: Secondary MOS:

Present Rank: Date of Grade:

Years of active service and BASD:

Total years of service and PEBD:

Date of Birth: Place of Birth:

Marital Status:

Home Address:

Home Telephone Number:

Business Telephone Number:

Civilian education:

Military education:

Decorations, awards, and citations (spelled out in order of precedence):

Civilian affiliations:

Significant experience (including duty status and primary civilian occupation or AGR):

(Do not type the following on the sketch)

1. Limit to 2 pages on standard 8 ½" x 11' white paper using a standard courier, pica, or elite font.
2. If pursuing a degree, list major and minor, institution, and date projected for completion.
3. List only completed training course. Do not list single sub courses under military education.
4. Include civilian affiliations, professional, educational and military societies and organizations, and civilian activities such as fraternal, social and service organizations.
5. In significant experience, list military duty assignments and civilian positions from most recent to oldest.
6. Do not include a narrative biography, objectives, or abbreviations.
7. Type entries in regular print. Do not use all capitals, italics, bold fonts, special characters, jargon, or any other gimmicks designed to draw special attention to specific entries on this document. List accurate information that is clear and concise.

DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL DATE

MEMORANDUM FOR JFHQS-MT, ATTN: HRO-A, 1956 Mt Majo St, Fort Harrison, MT 59636

SUBJECT: Certification on Non-Disqualification for Positions of Significant Trust and Authority (POSTA)

1. I certify I have read Annex B: Type I and Type II Reports of Unfavorable Information or Offenses to HQDA EXORD 193-14. I understand I must not be disqualified to hold a POSTA assignment under Annex B in order to be assigned to the position, JVA ARNG _____ for which I am applying. I also certify, to best of my knowledge, I am not disqualified from holding this position. I further understand if I am selected for the position and found to be disqualified, I will immediately be removed from the position and released from the AGR Program.

2. I have had an opportunity to contact the JAG office at 406-324-3325 to address any questions or concerns I have with passing the screening criteria and information addressed in Annex B.

FIRST MI. LAST NAME
RANK, MTARNG
Position/Job Title

DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL DATE

MEMORANDUM FOR Selecting Official, Job Announcement _____

SUBJECT: Explanation for Missing and/or Expired Documents

1. [Identify anything that you are missing in your application packet (i.e. current AFT, NCOERs, etc.) with an explanation as to why].

2. I can be contacted for any questions at [provide best contact phone number and email].

JOHN E. DOE
RANK, MTARNG
Position/Job Title

DEPARTMENT OF THE ARMY
MONTANA ARMY NATIONAL GUARD
[ORGANIZATION]
STREET ADDRESS
CITY STATE ZIP

OFFICE SYMBOL DATE

MEMORANDUM THRU

[BN AO], Unit, Street Address, City, State, Zip Code

[BDE AO] (*if applicable*), Unit, Street Address, City, State, Zip Code

FOR: HRO-A, Joint Force Headquarters – Montana, 1956 Mount Majo Street, Fort Harrison, MT 59636

SUBJECT: Stabilization Waiver Request for [RNK Full Name].

1. I, [RNK Full Name], am requesting an exception to policy for stabilization in accordance with NGR 600-5 and MTARNG AGR stabilization policy.

2. I am requesting stabilization waiver to be considered for Job Vacancy Announcement ARNG 26-25. [*Explain your reason(s) for requesting this stabilization waiver*].

3. The point of contact for this memorandum is the undersigned at (xxx) xxx-xxxx or [email].

JOHN E. DOE
RANK, MTARNG
Position/Job Title