



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 27-02
Opening Date	09 October 2026
Closing Date	08 November 2026
Position Title	Training NCO
Duty MOS / AOC	15P (Aviation Operations Specialist) (<i>Applicants are not required to be 15P qualified to apply</i>)
Grade Authorization	Min Grade: E-4 / SPC
	Max Grade: E-5 / SGT
Organization	HHC, 1-189 th GSAB
Duty Location	Helena, MT
Tour Authority	Full-Time Military Force (FTM) Active Guard/Reserve (AGR) Program Title 32 U.S.C. § 502(f)
Selecting Official	CPT Kevin Stein
Duty Description POC	CPT Kevin Stein (406) 324-5830 kevin.a.stein3.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: TRAINING NCO

Serves as the Company Training Non-Commissioned Officer (NCO) for Headquarters and Headquarters Company (HHC), 1st Battalion, 189th Aviation Regiment (GSAB), operating under the direction of the Company Commander, First Sergeant, and Battalion Operations Staff to plan, track, and execute company-level individual and collective training readiness across all organic battalion staff sections and specialty platoons. Concurrently, the incumbent serves as a vital first-line supervisor and technical

mentor to junior enlisted MOS 15P Soldiers (PVT–SPC), enforcing flight-desk standards, and ensuring subordinate operators seamlessly integrate into Tactical Operations Center (TOC) and flight-following missions.

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
<i>AGR Entry & Service</i>	Must be eligible to serve an initial three-year (18-month) tour.
<i>Waiver Submissions</i>	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.
<i>Current Stabilization</i>	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).
<i>Duty MOS Qualification</i>	Applicants are not required to be 15P MOS qualified prior to application; however, selected applicants must meet prerequisites per DA Pam 611-21 to attain qualification within 12 months of their AGR tour start date.
<i>Security Clearance</i>	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
<i>Tour Stabilization</i>	Mandatory 18-Month Stabilization: The first 18 months of this tour are stabilized, except in cases of mobilization or force structure modifications.
<i>Fitness & Body Composition</i>	Must have a passing Army Fitness Test (AFT) and waist-to-height ratio (WHtR) body composition assessment within the past 6 months and meet any applicable Combat Fitness Test (CFT) requirements to start on orders.
<i>Medical & Physical Profile</i>	Must have a current Periodic Health Assessment (PHA) completed within the last 12 months.

Category	Condition of Service
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 (<i>sample enclosed</i>).
	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 <u>three</u> DA 2166-9 or DA 67-10 reports.
Area I Additional Documents	Biographical Sketch	IAW NGR 600-200 Figure G-3 (<i>sample enclosed</i>).
	Stabilization Waiver	Required if currently stabilized (<i>sample enclosed</i>). Must be reviewed/approved by respective Brigade level AO/OIC prior to submission.
Area II Additional Documents	NGB Form 34-1	Application for AGR, completed and signed.
	Physical Profiles	DA Form 3349 (temporary/permanent), <i>if applicable</i> .
	Retirement Points	DA Form 5016 (from IPPS-A).
	Active Service Records	Include any DD Forms 214/215, NGB Forms 22, <i>or</i> 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) (<i>sample enclosed</i>).
Draft Evaluations	Only finalized, signed evaluation reports will be accepted. Draft versions will be discarded.

Application Submission Policies

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 November 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 //
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 KENNETH F. FECHTER
 Col, MTANG
 Human Resources Officer

10-15P. MOS 15P--Aviation Operations Specialist (Aviation Ops Sp), CMF 15

a. Major duties. A Soldier in MOS 15P supervises and/or conducts operation and maintenance of flight operations equipment. Performs duties such as conducting aircraft mission planning and maintaining individual aircrew flight records and assists in development of operation, warning, and fragmentary orders, prepares and updates appropriate maps, overlays, and charts, current DOD flight publications, encodes, decodes, and posts notices to airman (NOTAMS). Provides air traffic advisory services and interprets teletype weather reports.

Duties for MOS 15P at each level of skill are:

- (1) *MOSC 15P10.* Processes cross-country and local flight clearances, including examination for conformance with flight rules and regulations. Prepares and maintains cross country kits. Checks accuracy of flight plans. Coordinates flight plans with all related agencies. Maintains flight information on inbound and outbound flights. Monitors, with the proper agencies, overdue flights. Alerts crash crew for emergencies. Maintains current file on aircraft flying regulations and navigation information such as Army, DoD and FAA regulations, DoD flight information publications (FLIPS) and aeronautical charts. Safeguards classified material. Knows terminology used in air navigation and is aware of air traffic control advisory radio procedures. Encodes, decodes and posts notices to airmen (NOTAMS). Interprets and posts teletype weather reports. Maintain individual flight records and functional files. Maintain flight operations equipment in a tactical environment. Prepare, submit operator meaconing, intrusion, jamming and interference reports. Participates in maintaining situation map.
- (2) *MOSC 15P20.* Supervises and instructs subordinates in proper work techniques and procedures. Reviews, consolidates and prepares technical reports. Knows procedures for reporting flight violations. Prepares situation map. Supervises receipt and transfer of classified material. Participates in the development of a tactical crash rescue system.
- (3) *MOSC 15P30.* Supervises and provides technical guidance to subordinate personnel performing duties described in paragraphs (1, 2). Supervises the preparation of the situation map. Assists in preparation of operations estimates and orders. Supervises airfield services and administration. Applies operational and administrative techniques in movement of military personnel and supplies by air. Perform administrative duties in aircraft accident investigations. Prepares operations letters.
- (4) *MOSC 15P40.* Provides tactical and technical expertise to subordinates and superiors in aviation operations. Plans, coordinates and supervises activities pertaining to organization, training, combat operations and combat intelligence. Coordinates implementation of operations, training programs and communications activities. As an Aviation Operation Sergeant at Brigade Aviation Element (BAE) provide technical and doctrinal advice to the Chief of Operations (CHOPS). Receives and distributes relevant data from the Airspace Control Order (ACO) and Airspace Tasking Order (ATO). Ensures operation and maintenance requirements are met for section Air and Missile Defense Workstation (AMDWS, Forward Area Air Defense (FAAD), and Tactical Airspace Integration System (TAIS) equipment. As a platoon sergeant, coordinates the logistical, personnel and administrative support for all platoon elements.

b. Physical demands rating and qualifications for initial award of MOS.

- (1) Aviation operations specialist must possess the following qualifications: Waivers, ACASP qualification, and/or exceptions must be approved by Cdr, AVCOE, ATTN: ATZQ-CDF-P, Ft Rucker, AL 36362-1100, (<https://home.army.mil/rucker/about/AVCOE/opfd/enlisted>)
 - (a) A physical demands rating of Moderate (Gold).
 - (b) A physical profile of 222221.
 - (c) Qualifying scores.
 - (1) A minimum score of 91 in aptitude area ST.
 - (2) A Minimum OPAT score of Standing Long Jump (LJ) - 0120 cm, Seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles in Physical Demands Category "Moderate" (Gold).
 - (d) A security eligibility of SECRET is required for the initial award and to maintain the MOS. As per AR 600-8-19, promotion to MSG/SGM requires a security eligibility of an interim SECRET clearance or higher.
 - (e) A U.S. Citizen.

DA PAM 611-21

Chapter 10C, Enlisted MOS Specifications

(f) **Reclassification:** Must meet the above qualifications and all prerequisites IAW AR 614-200 “Reclassification of primary military occupational specialty and/or secondary military occupational specialty” chapter and AR 40-501 “Medical Fitness Standards for Retention and Separation, including Retirement” chapter. Must be in the grade of SGT (non-promotable) or below. Exceptions: Soldiers that have held MOS 15Q for a minimum of 12 months at skill level 1 or 2, 18 months at skill level 3 or 24 months at skill level 4.

1. **Active Component:** Soldiers that do not meet the above qualifications must submit a determination packet to Cdr, AVCOE, ATTN: ATZQ-CDF-P, Ft Rucker, AL 36362-1100, (<https://home.army.mil/rucker/about/AVCOE/opfd/enlisted>).
2. **National Guard:** Soldiers that do not meet the above qualifications must submit a determination packet through National Guard Bureau, ATTN: NGB-ARNG-AV, 111 South George Mason Drive, Arlington, VA 22204-1382, (ng.ncr.ngb-arng.mbx.avn-trng-mgt@army.mil).
3. **Reserve Component:** Soldiers that do not meet the above qualifications must submit a determination packet through Commander, Army Reserve Aviation Command (ARAC), ATTN: G3 (AFAK-OPT), 1160 Brandenburg Station Road, Ft Knox, KY 40121-4190, (usarmy.usarc.arac.list.g-37-training@army.mil).

(2) MOS closed for reclassification to Soldiers who have been deemed permanently non-deployable in accordance with AR 40-501, AR 220-1, AR 600-8-101, and AR 614-30. Soldiers must meet the minimum criteria for retainability stated in AR 635-40, paragraph 3-5(a) and be fully deployable to all locations and echelons.

c. Additional skill identifiers. (Note: Refer to table 12-8 for (Listing of universal ASI’s associated with all enlisted MOS)).

- (1) 5A—Joint Air Tactical Operations
- (2) 5U—Tactical Air Operations
- (3) C8---Air Defense Airspace Management (ADAM) / Brigade Aviation Element (BAE) Cell Air-Ground Integration.
- (4) Q2—Aviation Life Support Equipment (ALSE).
- (5) R7—Scout Leader (Skill level 3 and above personnel only).

d. Physical requirements and standards of grade. Physical requirements and SG relating to each skill level are listed in the following tables:

- (1) *Table 10-15P-1.* Physical requirements.
- (2) *Table 10-15P-2.* Standards of grade TOE/MTOE.
- (3) *Table 10-15P-3.* Standards of grade TDA.

Table 10-15P-1

Physical requirements for MOS 15P

Skill level	Task numbers	Tasks
1	1,2	1. Occasionally lifts/lowers 30 lbs. (OE-254/GRC) waist high (approx. 3 ft.) and carries approximately 50 ft. 2. Occasionally pushes/pulls 30 lbs. (Command Post of the Future workstation) 3 ft.
2	1,2	
3	1,2	
4	1,2	



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.
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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



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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