

HUMAN RESOURCES OFFICE
 MARYLAND NATIONAL GUARD
 29TH DIVISION STREET
 BALTIMORE, MARYLAND 21201-2288
 TELEPHONE: (410) 576-6111

POSITION VACANCY ANNOUNCEMENT #13-043 OPENING DATE: 10 January 2013 CLOSING DATE: 08 February 2013

FULL TIME MILITARY / ONE TIME OCCASIONAL TOUR (AGR TITLE: 10)

BRANCH OF SERVICE: X ARMY NATIONAL GUARD AIR NATIONAL GUARD

POSITION TITLE: BILATERAL AFFAIRS OFFICER (01A00) HIGHEST GRADE AUTHORIZED MAJ/O4

ORGANIZATION AND LOCATION: EUCOM, BILATERAL AFFAIRS OFFICER, SARAJEVO, BOSNIA-HERZEGOVINA

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT OFFICERS (CPT/O3 AND MAJ/O4) OF THE MARYLAND ARMY NATIONAL GUARD ONLY.

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:
1. Must be in a Ready Reserve status. 2. Must not be under current suspension of favorable personnel actions. 3. Must not be entitled to receive Federal military retired or retainer pay. 4. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour. 5. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible.	1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18. 2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry. 3. Must not be pregnant per AR 40-501 and AR 600-110. 4. Must meet the body composition standards prescribed in AR 600-9. 5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry. 6. Must have completed the Military Education requirements commensurate with the military grade. If MAJ/O4, completion of ILE is recommended. 7. Dependents must be EFMP screened. Family members meeting EFMP criteria usually cannot accompany the member to this location. 8. Must have SECRET clearance, TOP SECRET is preferred. 9. Must have a passing APFT, current within the last 6 months. 10. Must have HIV screening current within 2 years.	1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18. 2. Must be within grade requirements of MTOE/TDA position and NGB Staffing Guide.

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DESCRIPTION OF DUTIES: Serves as Maryland National Guard's representative in Bosnia and Herzegovina (BiH) on the US Embassy Country Team, under the aegis of the State Partnership Program (SPP). Acts as a principal advisor and assistant to the US European Command (US EUCOM) Office of Defense Cooperation (ODC) Chief in BiH for planning, coordinating, managing and executing the Security Cooperation program in Bosnia and Herzegovina. Implements US foreign policy objectives by administering the Military to Military (M2M), Humanitarian Assistance and other SPP activities. As Deputy ODC Chief supervises a staff of six Foreign Service Nationals and assists in the management of other Security Assistance programs valued in excess of \$10M per year. Works with and assists the Bosnia and Herzegovina military in analyzing and identifying their security needs and furthering US policy interests. Assists US agencies and International organizations in coordinating actions with the Bosnia and Herzegovina Ministry of Defense. Responsible for assisting the ODC Chief in all operations, administration, logistics and training for the ODC. Develops and coordinates the State Partnership Program between Bosnia Herzegovina and the Maryland National Guard. Assist Bosnia Herzegovina in developing and planning focus areas, objectives, and priorities based on Bosnia Herzegovina country goals. Develops and updates the U.S. Country Team Work-Plan. Assists in the development of the U.S. Embassy Country Team Work-Plan. Supports U.S. strategy of peacetime engagement and promotes U.S. Embassy country goals. Assists with the planning, execution and assessment of other security cooperation activities, to include Foreign Military Finance programs, International Military Education and Training programs, Section 1206 Counterterrorism programs, Combating Terrorism Fellowship Program, Excess Defense Articles, and Humanitarian Assistance/Disaster Relief/Mine Action assistance programs, among others. Assists the ODC Chief with annual End-Use Monitoring (EUM). Assists with EUCOM and DOD Security Cooperation Office administrative requirement and additional duties. .

QUALIFICATIONS REQUIRED: AOC: 01A00. Applicants must be a Captain/O3 or Major/O4. Applicants must have a valid state driver's license and be able to operate military vehicles and equipment organic to the unit. Applicant must be qualified for appointment in the position. Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Educational requirements commensurate with their military grade. Must not have any flagging actions that would prevent them from applying.

SPECIAL INFORMATION

1. This is a 24 month, accompanied, Title 10, One Time Occasional Tour (OTOT). Selection for this position does not constitute accession into a permanent AGR program. Tour may be extended for six (6) additional months with COCOM and TAG approval, by exception.
2. If an AGR applicant is selected for this position, their T32 AGR orders will be recinded and they will be put on T10 AGR status for the duration of the tour. Upon completion of this tour they will be reinstated into T32 AGR status in the MDARNG.
3. Current on-board dual-status technicians are ensured re-employment rights as required by USERRA.
4. Selections for this position of an CPT(P) does not automatically entitle the candidate promotion to MAJ/O4. The selected candidate may be considered for promotion based on current status, eligibility, and qualifications for the next higher grade.
5. Station Allowance IAW U7150 of the JFTR.
6. Shipment of household goods IAW U5315 of the JFTR.
7. Diplomatic passport authorized.
8. Civilian clothing allowance authorized.
9. Housing provided in country by the US Embassy.
10. Awarded Diplomatic Status and Embassy Privileges.
11. Member, Ambassador's Country Team.
12. High level/very visible assignment (works with US Ambassador, NATO Cmdr, Embassy Country Team, Minister of Defense, Chief of the General Staff, MACOM Commanders and other Embassies, etc.)
13. Incumbent must plan to attend the four-week SCM-O Course at the Defense Institute for Security Assistance Management between selection and deployment – Projected 15APR-10MAY 2013.
14. Interview board to be conducted on or about 01MAR2013.
- 15 Selected applicant will need to provide a T10 packet. The successful candidate will not be considered the BAO selectee until after U.S. EUCOM approves candidate.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. NGB Form 34-1, signed, dated and annotated job number and email contact information.
2. Selected individual must have a current Periodic Health Assessment (PHA) and HIV Test.
3. Signed certified copy of **updated** Officer Record Brief (ORB).
4. **Updated** Personnel Qualification Record (PQR).
5. Five latest OERs (Gaps in rating periods **MUST** be explained by in writing.)
6. Letter of recommendation / performance evaluation on individuals not requiring an OER.
7. Personal photograph in Class A uniform (E6 and above, no more than 5 years old).
8. All Soldiers must have documentation showing they meet current HT/WT Standards IAW AR 600-9; provide Tape Test DA Form 5500 (Males), DA Form 5501 (Females).
9. All Soldiers must have documentation showing they meet current Army Physical Fitness retention standards IAW AR 40-501; provide DA Form 705 showing a current APFT, not more than 6 months old AGR members and 12 months for traditional members.
10. DA 3349 must be submitted for Soldiers with Permanent Profiles.
11. Unit memo or documentation verifying no Flagging Actions.

12. **INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)

a) Retirement Points History Statement (NGB Form 23)

b) Provide **all** DD Form 214s. (**Long version copies 2, 4, 7, or 8**)

13. Forward application and attachments to: **Human Resources Office
ATTN: MDNG-HRO-AGR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288**

14. Application screening will be made without regard to race, religion, color, gender, or national origin.

15. Applicants are subject to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official.

16. Selection criteria are based on military education, experience in career management field, source of MOS/AOC, civilian education and experience related to the position.

17. Eligibility of Guardswomen will be consistent with applicable assignment policies of NGR 600-100 for Officer, NGR 600-101 for Warrant Officers and NGR 600-200 for Enlisted.

NOTE: Include the Job Number and Job Title on your application. Applications received after the closing date will be returned.

BINDERS/FOLDERS ARE NOT NECESSARY. APPLICATIONS SUBMITTED IN BINDERS/FOLDERS WILL BE REMOVED PRIOR TO BEING FORWARDED TO INTERVIEWING OFFICIALS. BINDERS/FOLDERS WILL NOT BE RETURNED.