

CUI
NORTH DAKOTA AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR)
POSITION VACANCY ANNOUNCEMENT

Human Resource Office
North Dakota Army National Guard
P.O. Box 5511
Bismarck, ND 58506-5511

119th Wing/HR Office
North Dakota Air National Guard
1400 32nd Ave North
Fargo, ND 58102-1051

Announcement Number: ANG 26-51

Type: Permanent Temporary

Position Title: Unit Training Manager

Location: 219 SFS, Minot AFB, ND

Rank: MSgt

Open Date: 5 May 2026

Position Number: 0849135

Close Date: 15 May 2026

Selecting Official: CMSgt Jamie Frankl, Senior Enlisted Leader, 219th SFS

Area of Consideration:

Current enlisted members of the NDANG or those eligible to become members of the NDANG.

Other Qualifications:

- ✓ Applicants must be minimum rank of A1C
- ✓ Applicants will submit last five EPBS found in PRDA record

Compatibility: 3F2

****RETRAINING OPPORTUNITY****

ASVAB Requirement: A:62

~Applicants do not need to be currently assigned to this career field to be considered for this position. Compatibility requirements must be met or a specific plan will be developed upon selection.

****REFER TO DAFECD/DAFOCD FOR SPECIFIC MANDATORY AFSC REQUIREMENTS****

****APPLICANTS WITH A 92/9T PAFSC WILL NOT BE ACCEPTED****

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Access Requirement –AGR Application Site

Applicants must have access to the AGR SharePoint site to view vacancy announcements and submit applications, ([NDANG AGR SharePoint](#)).

If you do not currently have access, you must request access prior to applying.

How To Request Access

1. Navigate to the AGR SharePoint site: (119 AGR Program SharePoint)
2. Select "Request Access" on the page
3. Enter your information and submit your request
4. You will receive an email notification once access has been granted

NOTE: Access is not automatic. Applicants are responsible for requesting access in advance of the application closing date.

How to Apply:

Some announcements may require additional documents (e.g., resume, cover letter, certificates, EPBs). Always review each announcement carefully.

Required Documents:

- Report of Individual Person (RIP) from vMPF
- NGB Form 34-1
- Fitness Report

How to Submit an AGR Application

1. Click here for detailed application instructions: ([How to Apply](#))
2. Go to the AGR SharePoint page and click 'View Open Positions'.
3. Review the job announcement carefully for all requirements.
4. Click 'Submit Application' and upload your combined PDF. ([Submit Application](#))
5. Verify your email is correct—this is how you will be contacted

Promotion to a Controlled Grade (E8/E9/O4/O5/O6) is dependent on Controlled Grade Availability

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SPECIALTY SUMMARY:

Conducts education and training (E&T) tasks for maintenance, operations, and support training; education services; curriculum development; and instructor activities. Develops, delivers, and evaluates E&T programs and oversees E&T activities. Related DoD Occupational Subgroup: 157000.

DUTIES AND RESPONSIBILITIES:

- Develops, delivers, and evaluates E&T programs. Applies instructional system development (ISD) process. Collects and analyzes job performance data and conducts occupational analysis surveys. Compares individual knowledge and skills with job standards and identifies E&T requirements. Develops and validates standards. Determines adequacy of existing courses and programs. Screens and validates formal E&T requirements. Develops objectives to meet Air Force academic, vocational, and technical standards. Determines most cost-effective method to deliver E&T. Sequences objectives; selects instructional design, method, and media; and identifies resource needs. Creates materials to support objectives. Develops tests and standards to measure individual abilities. Evaluates E&T programs, recommends actions to correct deficiencies, and oversees evaluations and surveys. Conducts, validates, and revises programs and instruction. Coordinates user feedback with career field managers and E&T providers and monitors corrective actions. Proctors exams. Maintains and controls testing materials.

- Administers E&T programs. Serves as E&T program manager. Consults on ISD process and career field E&T plans (CFETP). Advises on E&T materials and services. Conducts work center visits and organizes programs to develop and conduct job site training. Advises on unit and individual E&T progress. Identifies E&T providers, capabilities, and resources, and ensures availability of materials. Recommends revisions to E&T programs and CFETPs. Helps obtain and analyze history of E&T achievements, establish goals, and enroll in classes, courses, and programs. Prepares and maintains records, files, and materials. Maintains liaison with activities conducting, scheduling, or supporting E&T requirements. Coordinates and schedules events and facility use. Requests course quotas; monitors formal E&T process; and maintains records of course attendance, withdrawals,

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completions, and costs. Manages automated systems and products, measurement tools, multimedia and maintenance qualification training programs, and the extension course program. Coordinates contingency task training.

- Oversees E&T activities. Organizes E&T programs to achieve educational goals and mission requirements. Prepares directives to manage and control E&T programs. Implements policies and coordinates changes. Develops and manages reporting procedures. Maintains E&T data and provides statistical reports on programs and operations. Monitors progress, identifies problem areas, determines causes, recommends corrective action, and provides counsel. Organizes and controls facilities, supplies, and equipment to support E&T needs. Forecasts E&T requirements, determines validity, and assesses cost. Participates in utilization and training workshops, training planning teams, and training planning groups.

SPECIALTY QUALIFICATIONS:

Refer to DAFECD/DAFOCD for specialty qualifications, entry requirements, required training and further duties and responsibilities.

CONDITIONS OF EMPLOYMENT: The initial AGR tour is contingent upon selectee meeting all required standards to include fitness, medical review, security clearance, etc. AGR Members entering full time military duty must be medically qualified IAW DAFMAN 48-123 and the medical standards directory. Individuals must have current physical and dental examination within 12 months prior to entry date, HIV test within the last 6 months. AGR accessions are medically approved by the ND State Air Surgeon (SAS); those on WWD Waiver consideration must be approved by NGB/SGPA office.

Bonus/Incentive recipients: If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full time employment. To be accessed in the AGR program, an individual must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour. This vacancy announcement will be for an initial active-duty tour of 6 years OR less. Subsequent tours will be six (6) years or less. Extensions beyond the initial tour will be based on information in ANGI 36-101 and current force management procedures. The selected applicant will be placed in Active Guard/Reserve (AGR) military duty status under Title 32 USC Section 502 (f). The incumbent will participate with the unit of assignment during unit training assemblies and annual training periods. The

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wearing of the appropriate military uniform, prescribed in pertinent regulations is required for the incumbent of this position.

Acceptance of the position constitutes concurrence with these requirements as conditions of employment.

EQUAL OPPORTUNITY: The ND National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, color, religion, age, national origin, sex, political affiliation, membership or non-membership in employee organization or any other non-merit factor.