



Army Guard Reserve One-Time Occasional Tour

Off the Street Announcement

AGR 27-04

Open: 7 OCT 2026

Close: 31 AUG 2027

Applications are now being accepted for the following Active Guard Reserve (AGR) tour under the provisions of Section 502(f), Title 32, United States Code.

Questions may be directed to the NDARNG Staffing NCO at (701) 791-3700 or DSN 791-3700.

Position Title	Recruiting & Retention NCO
Maximum Grade	E-6
MOS	Immaterial
Unit	NDARNG RRB
Duty Location	TBD, ND
Selecting Supervisor	CSM Brady Lyson, RRB CSM

Position Description

This position is located within the North Dakota Army National Guard (NDARNG) Recruiting and Retention Battalion (RRB) and supports the core functions of Recruiting, Retention, and Attrition Management. This is a One-Time Occasional Tour (OTOT) that will not be renewed or continued unless specifically selected by the Command. Assignment to this position does not provide eligibility for AGR career status.

Location is to be determined based on organizational needs at the time of hire. Primary locations may include, but are not limited to: Bismarck, Devils Lake, Dickinson, Fargo, Grand Forks, Jamestown, Minot, Valley City, Wahpeton, and Williston.

Area of Consideration

Open to all current members of the NDARNG in the grades of E-4 thru E-6, and Nationwide to those who are eligible to become members of the NDARNG in the grades of E-4 through E-6.

Length of Tour

The initial tour will be for a period of one year. Soldiers successfully completing the initial tour may be afforded the opportunity for tour extension. Extension beyond the initial tour is contingent upon recommendation from the Full-Time Chain of Command (FTUS).

MOS Requirements

- Physical demands and qualifications for initial award of 79T MOS:
- Physical Profile 132321



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- Minimum score of 110 in aptitude area GT on the Armed Forces Vocational Aptitude Battery (ASVAB) (waivable to 100 GT or 95 GT if the Soldier has a 95 ST)

Application Requirements

Email applications to ng.nd.ndarng.list.j1-agrm@army.mil

Subject line: Announcement Number Applicant's Name (AGR 27-0x First Name Last Name)

All applicants must include the following:

- NGB Form 34-1: filled out and complete with signature and date
- Résumé: submit a civilian-style résumé (about 1–2 pages). A federal USA Staffing résumé is not required
- NCOERs / Letters of Recommendation (LoR): Include your three most recent NCOERs. Soldiers who do not have NCOERs must submit a LoR. Soldiers with NCOERs, LoR are optional

Nationwide applicants must also include:

- Physical Readiness from ATIS Training Profile
 - Print to PDF the main page of the Job Data Book atmc.atis.army.mil/training/djb
- Individual Medical Readiness (IMR): <https://medpros.mods.army.mil/MEDPROSNew/>
- DA Form 5016: Annual Statement in IPPS-A <https://my.ippsa.army.mil/psp/hcpdc/?cmd=login>

Eligibility Criteria

Applicants must meet the following eligibility criteria prior to applying:

- To qualify for initial entry, applicants must meet initial eligibility requirements IAW AR 135-18, Table 2-1 and NGR 600-5.
- Record fitness tests are required annually for M-Day Soldiers and bi-annually for AGR Soldiers (no less than 4 months between record tests). Applicants must provide their most recent DA 705. Selected AGR applicants must have a passing record AFT within 6 months of accession.
- All applicants must be screened for Waist-to-Height Ratio (WHtR) within six months prior to the submission of their packet. Those not in compliance with AR 600-9, The Army Body Composition Program and Army Directive 2026-13 (Army Body Composition Program and Standards) will not be considered.
- Before being accessed into the AGR program, Soldiers must reflect a current favorable PHA IAW Chapter 3, AR 40-501. Soldiers must be confirmed worldwide deployable (to include austere environments) with no limitations on duty. Applicants must not be MRC3 or MRC4 or on a temporary profile, with the exception of those applicants who are on a pregnancy/postpartum profile.
- Applicants must possess a valid national agency check with local records and credit check and have a favorable background screening prior to entry into the AGR program and security clearance required for the



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grade. In addition, if selected for Positions of Significant Trust and Authority (POSTA), applicants must receive favorable completion of multi-agency background screening IAW ALARACT 188/2014 and HQDA EXORD 19314.

- Applicants must not have been previously separated for cause from active duty or a previous Reserve Component AGR tour.
- Applicants who are flagged, or should be flagged, for any reason will not be considered for AGR tours.
- Official start date for this position will be determined by the needs of the organization.

Duties and Responsibilities

- Establishes and maintains contacts in sufficient numbers and within proper markets to achieve objectives.
- Achieves recruiting, retention and attrition management goals for assigned area.
- Assists commanders in implementing Strength Management programs to enhance retention, procurement and attrition management.
- Establishes and maintains effective centers of influence/civic groups, governing bodies and supported units.
- Conducts visits to all organizations/units in assigned area to discuss/plan the 3 tenets of Strength Management activities in order to meet the strength goal.
- Pre-qualifies prospects to ensure enlistment criteria are met.
- Conducts prospecting and lead generating activities in assigned area.
- Evaluates the retention/attrition environment and assists, recommends and/or takes action to correct deficiencies.
- Prepares and maintains Strength Management objectives, statistics, records and files on recruiting, retention and attrition management activities in assigned area.
- Ensures commanders and leaders in assigned area understand and are proficient in the 3 tenets of Strength Management, (Recruiting, Retention and Attrition management) and provide the necessary training.
- Establishes and maintains a good working relationship with supported units.
- Presents formal and informal presentations to various schools and civic groups to generate leads for enlistment.
- Conducts presentations and briefings as required to units/organizations.
- Establishes liaison with local radio, television and newspaper agencies.
- Evaluates applicants' occupational, educational and psychological background in an effort to determine National Guard programs with specific individual appeal.
- Arranges the administration of the Army's Services Vocational Battery (ASVAB) or Army Classification Battery (ACB) and explains results to applicants.
- Gathers individual data and prepares forms and documents incident to enlistment processing.
- Arranges for applicants transportation, meals and lodging where required.



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- Performs other duties as assigned.

Supervisory Controls

Works under the supervision and control of the Recruiting & Retention Section Chief in charge of an assigned area in the state. Perform duties with minimum supervision after receiving formal schooling, general guidance and the Strength Management Mission (recruiting, retention and attrition management) mission. Performance is evaluated and reviewed for accomplishment of mission, and long, mid, and short-range objectives.

Additional Information

- E-4's will not be promoted to E-5 unless selected through the traditional EPS process.
- Recruiting and Training Cadre Suitability Screening Requirements which will be completed upon selection:
 - Complete HRR Form 600 (Recruiting and Training Cadre Suitability Questionnaire)
 - Current Periodic Health Assessment (PHA) and medical record review
 - Must be able to produce a favorable National Agency Check with Law and Credit (NACLC)
 - Must not be listed on the National Sex Offender Public Website
 - Must not have a Type I or Type II Offense & must have favorable results from: Department of Army Inspector General (DAIG), Criminal Investigation Division (CID), Office of Military Personnel File Review, Army Substance Abuse Program
 - Must possess manual dexterity in both hands, frequently reviews documents and records/correspondence, frequently engages in verbal conversation, frequently sits for extended periods of time
 - Must not possess obviously distracting physical characteristics or mannerisms to include a shaving profile (waiver not authorized), tattoos must be in compliance with AR 670-1
 - A physical profile of 132221. Soldiers possessing a 3 in Upper Extremities must have prior MOS Administrative Retention Review (MAR2) clearance (waiver not authorized)
 - Normal color vision

The NDARNG is an Equal Opportunity (EO) employer. All qualified applicants will receive consideration for this position regardless of race, color, religion, age, national origin, sex, political affiliation, or marital status. For EO questions, contact the NDNG EO representative at (701) 791-3668.