

**North Dakota Army National Guard
Vacancy Announcement
Off the Street
Open: 21 August 2026
Close: 3 September 2026**

Applications are now being accepted for the following AGR program Full-Time National Guard Duty (FTNGD) tour under provisions of section 502(f), Title 32, United States Code. Questions concerning this notice may be directed to NGND-DHR-AGR-S at (701) 791-3700 or DSN 791-3700.

Announcement: AGR-26-58-OTS
MOS/AOC: 31A
Position Title: Training Officer
Para/Lin: 105 / 02
IPPS-A Position Number: 05394225
Maximum Grade: O3 / CPT
Duty Location: HHD 131 Military Police Battalion, Bismarck, ND
Selecting Supervisor: MAJ Justin Huber, 131 MP BN OIC, Bismarck, ND

AREA OF CONSIDERATION: North Dakota Army National Guard Soldiers who are qualified as a 31A or have the pre-requisites to obtain the AOC 31A in the grades:

- O1 through O2
- O3 with no more than two years TIG at the time of application. Any O3 with over two years TIG may contact the AGR Manager (701) 791-3699 to discuss an exception.
- OCS certificate holders with a current federal recognition and current phase two physical.

INSTRUCTIONS FOR APPLYING: Applicants must forward the documents listed below to arrive at the Human Resource Office (HRO) no later than **1600 hours** on the closing date indicated above. Documents must be emailed to nq.nd.ndarnq.list.j1-agrm@army.mil. Subject line of the email must include the announcement number and the applicant's name.

- **NGB Form 34-1**
- **Resume**
- **NCOERs/OERs/Letter of Recommendation:** Include three most recent OER's. A letter of recommendation must be submitted on Soldiers who do not have an NCOER or OER. For Soldiers that have NCOERs or OERs, letters of recommendation are optional
- **College Transcripts:** if applicable
- **Commissioning source of completion:** Certificate holders only

TRAINING OFFICER

- 1. INTRODUCTION:** This position is located at battalion level headquarters of the Army National Guard under the AGR program. The purpose of this position is to serve as the Battalion Training Officer. He or she will develop training plans and procedures for the command and provide staff planning and assistance to ensure that required training and readiness objectives are achieved. Training activities at this level normally are concerned with training personnel in a wide variety of specializations including clerical, administrative technical and professional skills.
- 2. SUPERVISORY CONTROLS:** The incumbent is responsible for planning and organizing work, and for determining the methods and techniques needed to meet organizational goals. Authority is delegated to independently carry out assignments, including making necessary contacts and providing authoritative explanations of rules, regulations, and procedures. Work is reviewed to ensure compliance with instructions and policies, the soundness of decisions, and the achievement of objectives.

3. DUTIES & RESPONSIBILITIES:

- Formulates, oversees and evaluates the overall training programs of the command.
- Responsible for carrying out the commander's plans and programs for the accomplishment of command objectives. Manages yearly and longer training plans and issues implementing instructions to subordinate units. Issues instructions to subordinates units as needed to conduct training activities and meet requirements of current regulations and directives.
- Establishes and conducts training evaluation program for subordinate units. Reviews training evaluation reports to identify needed revision or improvements to training activities.
- Reviews plans and schedules of subordinate units and recommends approval revision as necessary. Provides guidance and assistance to subordinate units for scheduling and conducting training. Schedules and conduct special training courses on a variety of subjects. Monitors usage of man days and funds designated for training. Provides information about availability of training courses and provides guidance on eligibility requirements.
- Directs the procurement of training aids, manuals and other instructional material.
- Assists the ammunition manager for the command. Forecasts for the procurement of supplies such as ammunition, demolitions and pyro techniques required to support training activities.
- Prepare plans and reports pertaining to readiness and mobilization.
- Ensures compliance with the most recent directives and regulations.
- Monitors the MOS qualification program of the related activities for correctness and completeness.
- Other duties as assigned.

4. AGR PROGRAM INITIAL ENTRY REQUIREMENTS:

- Must have a favorable Periodic Health Assessment (PHA) in accordance with (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR program. Applicants with P3 or P4 profiles must meet the standards of AR 600-60 prior to accession.
- Human Immune Deficiency Virus (HIV) testing for all Soldiers will be completed within 24 months of application
- Drug screening will be accomplished within 15 days within initial entry.
- Must have completed initial entry training before submitting an application for the AGR vacancy.
- Must meet AFT and Height-to-Weight Ratio standards prior to initial entry.
- Soldiers whose records are flagged are ineligible for entry into the AGR program until the flag is lifted.
- Must possess or obtain a security clearance required by the position for which applying (NGR 604-10).
- Selectees will be approved by the Adjutant General or his designated representative.
- Must be able to serve at least 3 years on FTNGD status prior to completing 18 years of Active Federal Service (AFS) and/or the date of mandatory removal from an active status based on age or service.

5. ADDITIONAL INFORMATION:

- Have a valid state vehicle operator's license and be able to be licensed to operate all military vehicles and equipment organic to the unit of assignment.
- Meet current standards for enlistment in NDARNG.
- All Soldiers, except Fulltime Retention Force at state level, are required to participate with their units of assignment during inactive duty training (IDT) periods and annual training (AT), to include deployments, special projects, and exercises.
- AGR personnel are subject to the system of military justice prescribed by the laws of the State of North Dakota.
- All AGR personnel are rated using the OER/NCOER system.
- Must be qualified or eligible to become qualified in AOC 31A (demands for initial award of AOC: physical profile of 222221 and red/green color discrimination.)

- Acceptance of any AGR position in the NDARNG constitutes concurrence with the requirement to wear the military uniform while performing duty.
- AGR Soldiers must graduate from Active Component or TASS configured courses.
- Acceptance of Active Guard Reserve (AGR) position may cause termination from Selected Reserve Incentive Program (SRIP). Acceptance of an AGR position may result in termination of the Student Loan Repayment Program (SLRP). Incentives will be reviewed and discussed during AGR in-processing with the Incentives Manager.

The North Dakota National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration for this position irrespective of race, color, religion, age, national origin, sex, political affiliation, or marital status. Questions, contact (701) 791-3668.

You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. The HRO is not responsible to inform you that your packet is incomplete. However, the Human Resource Office is available during normal working hours to review your application. Once the vacancy announcement has closed, no further amendments/attachments may be added to the application. Applications on non-selected applicants will not be returned and will not be transferred to another vacancy file. A new application must be submitted for each vacancy.