

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)333-3371 or DSN 373-3369.

**Announcement:** FTNGD-25-07  
**MOS/AOC:** Immaterial  
**Position Title:** Wildland Fire OIC  
**Para/Lin:** N/A - Soldier will remain with assigned unit  
**IPPS-A Position Number:** N/A - Soldier will remain with assigned unit  
**Maximum Grade:** O-1 to O-3  
**Duty Location:** ND Joint Operations Center, Bismarck, ND with travel when required  
**Selecting Supervisor:** LTC Matthew Voeller, Director of Military Support, Bismarck

**AREA OF CONSIDERATION:** This position is open to current members of the ND Army National Guard in the grade of O-1 and O-3 that reside within commuting distance of the duty location.

**LENGTH OF TOUR:** 15 May 2025 – 30 September 2025; position continuation is contingent upon receipt of federal funding. Selected Soldier will conduct IDT and AT with their assigned unit.

**INSTRUCTIONS FOR APPLYING:** Applicants must forward the documents listed below to arrive in the Human Resource Office (HRO) no later than **1600 hours** on the closing date indicated above. All forms can be found on the HRO GKN webpage. Documents must be scanned in the order as listed below, encrypted and emailed to [ng.nd.ndarnng.list.j1-agrm@army.mil](mailto:ng.nd.ndarnng.list.j1-agrm@army.mil) Subject line of the email must include the announcement number and the applicant's name. Contact (701) 333-3371 with questions and/or to ensure receipt of your packet.

- **DA Form 1058:** (must be signed by the applicant, Commander & Records Custodian)
- **Resume:** detailed
- **Initial Counseling Form:** (must be signed by the applicant and a unit representative)
- **Individual Training Record:** from DTMS, reflecting Height/Weight & ACFT History
  - Must have a passing Height/Weight conducted within the last 6 months.
  - Must have a valid passing ACFT at the time of application. If current ACFT is over 6 months, one must be taken and passed prior to onboarding if selected.
- **Individual Medical Readiness (IMR):** (printed from MEDPROS)(PHA within 12 months; HIV within 24 months)
- **NGB Form 23A:** printout from RCAS
- **Technician Supervisor Approval Form:** only applicable if applicant is a technician

### **Wildland Fire OIC**

#### **1. DUTIES AND RESPONSIBILITIES:**

- Assist in executing command and control over wildland fire preparations, mission execution, and recovery.
- Additional Duties:
  - Provide support to the ND-JOC by serving as liaison between ND-JOC and North Dakota Forest Service (NDFS)
  - Review & amend the NDNG wildland fire fighting standard operating policies and procedures
  - Coordinate and assist scheduled Red Card Training Certification Course alongside the NDFS and other state agencies
  - Lead the inspection and inventory of wildland fire fighting equipment.
  - Other duties as assigned

**2. ELIGIBILITY REQUIREMENTS:**

- Must be a current member of the North Dakota Army National Guard
- Knowledge of applicable military regulations, policies, and directives
- Ability to communicate clearly and effectively
- Must be capable of working independently with little supervision
- Should possess adequate computer skills
- Must have current physical and meet height and weight standards

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) 333-3293.

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. Call (701) 333-3371 to ensure receipt of your application and/or ask questions. 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.**

**DO NOT FORGET TO KEEP A COPY OF YOUR APPLICATION.**