

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-25-05
MOS/AOC: Immaterial
Position Title: Assistant Professor of Military Science (APMS)
Para/Lin: N/A - Soldier will remain with assigned unit
IPPS-A Position Number: N/A - Soldier will remain with assigned unit
Maximum Grade: O3/CPT
Duty Location: University of North Dakota, Grand Forks, North Dakota
Selecting Supervisor: LTC Chance Schaffner, Commander, Recruiting & Retention Battalion

AREA OF CONSIDERATION: This position is open to current members of the ND Army National Guard in the grades of O-2/1LT through O-3/CPT that reside within commuting distance of the duty location.

LENGTH OF TOUR: 01 June 2025 through 30 September 2025; subject to the availability of funds.

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. Documents must be scanned in the order as listed below, encrypted and emailed to ng.nd.ndarnq.list.j1-agrm@mail.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 and 23B:** (printout from RCAS)
- **Technician Supervisor Approval Form:** (only applicable if applicant is a Technician)

Assistant Professor of Military Science

1. DUTIES AND RESPONSIBILITIES:

- Soldiers assigned to APMS positions are responsible to the State and Territory Recruiting and Retention Commander (RRC) for counseling, mentoring and recruiting cadets from ARNG units into ROTC and for recruiting officer accessions from ROTC into the ARNG. The RRC will aid and support to ensure their assigned APMS is marketing the ARNG and producing quality commissioned officers in the quantity and academic disciplines necessary to meet ARNG requirements. In addition, APMS may have additional responsibilities to teach ROTC cadets.
- The APMS will encourage cadet participation in the Simultaneous Membership Program and will work with cadets to locate positions.
- When an individual is precluded from enrolling in ROTC by academic alignment ineligibility or other situations, the APMS should refer qualified potential candidates for enrollment in Officer Candidate School.

- Whenever a student is ineligible or disallowed to receive a Guaranteed Reserve Forces Duty contract due to their college academic major, the APMS may not participate in any enrollment actions or processes that would result in any form of ROTC enrollment of any students pursuing that college academic major for the remainder of the academic year. Additionally, NGB Army Strength Maintenance Division will notify all ARNG APMS of the academic majors that cannot be recruited for the remainder of the academic year. The APMS must refer students with those majors to the State Officer Strength Manager for consideration in other ARNG officer production programs.
- Serve as the commander in the absence of the PMS.
- Perform as the LNO with the NDARNG.
- Perform other duties in support of the Cadet Command Mission.
- Work under the administrative supervision of the Senior Full Time Support person of the unit to which assigned. Day-to-day work is performed consistently with established policies and mission priorities.

2. ELIGIBILITY REQUIREMENTS:

- Must be a current member of the North Dakota Army National Guard (NDARNG).
- Knowledge of applicable military regulations, policies, and directives
- Skilled in oral and written communication.
- Knowledge of the organization and mission of the NDARNG and ROTC Program.
- Must be capable of working independently with little supervision.
- Working knowledge of computers and proficiency in Microsoft Office programs.
- Ability to research and provide explanation regarding rules, procedures, and requirements to enlist into the ARNG.
- Must have current physical and meet height and weight standards.
- Must meet the Recruiting and Training Cadre Suitability Screening requirements (See Army Directive 2018-16 & SMOM 21-007).

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.

APPLICATION PACKETS THAT DO NOT INCLUDE ALL REQUIRED ITEMS AND/OR CONTAIN AN NGB 34-1 WHICH IS NOT CURRENT OR NOT SIGNED WILL NOT BE CONSIDERED AND NOT RETURNED.

DO NOT FORGET TO KEEP A COPY OF YOUR APPLICATION.

