



MINNESOTA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGMN-PEH-A)
CEDAR STREET ARMORY – 600 CEDAR STREET
ST. PAUL, MN 55155-2004
TELEPHONE: (651) 282-4155 DSN: 825-4155



MERIT
AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
ANG 23-219

OPENING DATE: 6 FEB 2023

CLOSING DATE: 11 FEB 2023

RANK/GRADE: Lt Col/O5

POSITION TITLE: Medical Administration Officer

AFSC: 41AX

DUTY LOCATION: 133rd Medical Group, Saint Paul, MN

SELECTING OFFICIAL: Col Michael Piontek, Commercial: 612-713-2504 or DSN: 783-2504

WHO MAY APPLY: **OFFICER (Maj/O4 promotable – Lt Col/O5)** are eligible to apply. Must currently hold 41AX AFSC to apply. Higher grades may apply; however, may take an administrative reduction in rank if selected. **For Merit Announcements, eligibility is limited to personnel currently assigned to the 133rd Airlift Wing, Minnesota Air National Guard who are serving permanent Active Guard/Reserve (AGR) tours.** Members must remain in the position to which initially assigned for a minimum of 24 months. Waivers may be approved in exceptional circumstances by TAG.

REMARKS: Acceptance of an AGR Position will result in termination of Selected Reserve bonuses. Member selected will not be accessed until incumbent vacates position. Promotion to Lt Col is subject to eligibility, available control grade, and a valid UMD position.

DUTIES AND RESPONSIBILITIES: Directs the overall management of medical support for the Air National Guard installation to include tenant unit(s) and GSU(s). Determines the impact and implements courses of action regarding projected Department of Defense (DoD), National Guard Bureau (NGB), Center for Disease Control (CDC), Office of Assistant Secretary of Defense (OASD), Occupational Safety and Health Administration (OSHA), Food and Drug Administration (FDA), Environmental Protection Agency (EPA), Air Force Occupational Safety and Health (AFOSH), Federal Emergency Management Agency (FEMA), and Military Support to Civil Authorities (MSCA) that affect Air National Guard plans, directives and missions. Provides medical management and advisory services that contribute substantially to the plans, policies, decisions, and objectives of senior management. Directs Information Management activities within the Medical Group, formulating and interpreting medical policy based on regulatory requirements. Provides policy guidance and interpretation to senior management officials to ensure compliance with medical aspects for the worldwide deployability of Wing/Group personnel, geographically separated units (GSUs), and tenant unit(s). Directs work to be accomplished by the base medical and bioenvironmental programs, ensuring each is developed and implemented according to applicable regulations. Sets priorities and prepares schedules for completion of work. Reviews, accepts, amends, or rejects work. Ensures compliance with all regulatory and legal requirements, medical readiness requirements, and the overall integrity of medical information and technology, force health management programs, and initiatives which operate to maintain and ensure a fit and ready force. Ensures the installation maintains a strong viable human weapons system force fit for worldwide deployability. Collaborates with the Wing Commander and other senior management officials in the planning and development of short-term and long-term strategies for implementation of the Wing Strategic Plan. Interprets, implements and administers laws, procedures, regulations and directives pertaining to various Air National Guard (Surgeon General or Medical) stand-alone, networked, or web-based medical systems including Preventative Health Assessment and Individual Medical Readiness (PIMR), Aerospace Services Information Management System (ASIMS), Aero medical Information Management Waiver Tracking System (AIMWTS), Grounding Management Information System (GMIS) Self-Inspection Database (SID), Central Credentials Quality Assurance System (CCQAS), Air Force Complete Immunization Tracking Application (AFCITA), Defense Occupational and Environmental Health Readiness System-Hearing Conservation (DOEHRS-HC), Environmental Management Information Systems (EMIS), Automated Civil Engineering System – Environmental Management (ACES-EM), or Enterprise Environmental Safety Occupational Health (EESOH) database, Command Core System (CCS), and Web-Based Integrated Tracking System (WBITS). Serves as the installation's technical advisor regarding ANG medical capabilities related to "Homeland Defense" (HLD) and Military Support to Civil Authorities (MSCA). Oversees all directed Federal, state, local and regional planning, training, and exercising of the unit's support of MSCA and the unit's development and maintenance of the Emergency Management Plan (EMP). Serves as the installation subject matter expert and problem solver for medical and dental health benefits regulated and outlined by the National Defense Authorization Act and through the Office of the Assistant Secretary of Defense, Health Affairs. Performs other duties as assigned.

HOW TO APPLY: Applicants must forward the forms listed below to arrive in the Human Resource Office no later than the Closing Date indicated above. E-mail applications to ng.mn.mnarnng.mbx.assets-hro@mail.mil subject line must read (AGR application 23-219 last name). **If possible, please scan packet in as a .SINGLE .pdf file.** If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application 23-219 Smith, 1 of 2). For questions, please call 651-282-4155 or email ng.mn.mnarnng.mbx.assets-hro@mail.mil.

REQUIRED: Complete page 2 of this announcement

Attach a copy of your most current RIP/Multi-page Duty History from vMPF
Two most recent OPRs
Report of Individual Fitness (AFFMS) (AFFMS one page summary)

ANNOUNCEMENT NUMBER: ANG 23-219

MEMORANDUM FOR NGMN-PEH

Date: _____

SUBJECT: Application for Merit AGR Vacancy Announcement ANG 23-219,

1. I request consideration for the above vacancy.
2. Copies of my most recent RIP and last two OPRs are attached.
3. My full-time Active Guard Reserve employment history, starting with the present, is as follows:

<u>Organization</u>	<u>Duty Position/AFSC</u>	<u>Dates of Employment</u>	<u>Supervisor</u>	<u>Phone Number</u>
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4. I am qualified in the following AFSCs:

5. Highest civilian education completed: _____.
6. Most recent physical: Date _____
7. Where I can be contacted at: Home Phone _____ Work _____
8. Home Address: _____.
9. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law? (If yes attach a separate sheet fully explaining)
10. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 9? (If yes attach a separate sheet fully explaining)
11. Additional comments (you may include personal references):

Signature: _____

Name, Rank: _____

Position Title: _____

FORWARD APPLICATION TO: ng.mn.mnarnng.mbx.assets-hro@mail.mil

The Minnesota Department of Military Affairs is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. If you have information or questions regarding this issue, please contact the Equal Employment Manager at 651-282-4472.