



VIRGINIA NATIONAL GUARD
ARMY AGR VACANCY ANNOUNCEMENT
CURRENT ON-BOARD AGR ONLY



ANNOUNCEMENT # 09-17 AR

POSITION TITLE: Master Trainer

GRADE: SSG/E6 or SFC/E7

MOS: 79T40

LOCATION: TBD in Eastern Recruiting District

UNIT: Recruiting and Retention Battalion

FEMALE ASSIGNMENT ELIGIBILITY: Yes

OPENING DATE: 03 January 2017

CLOSING DATE: 18 January 2017

WHO MAY APPLY: Open to all onboard Title 32 AGR Soldiers, assigned to the Recruiting and Retention Battalion (W777AA) in the grade of E6 (SSG) or E7 (SFC).

REQUIRED QUALIFICATIONS: Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-60, AR 40-501 and AR 135-18.

BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES: The Master Trainer is the primary trainer of all new hires and RRNCOs remedial training efforts within the Eastern District. The Master Trainer is responsible for: Assessing, planning, conducting, and evaluating remedial training of RRNCOs within the district. Identifies training deficiencies and develops a needs based training plan per RRB policy and 79T doctrine. May coordinate and conduct primary training for policy, doctrine, and new information management systems and technology changes within the company. Manages all developmental programs in the company to achieve the training goals of the RRB. Must be 79T qualified and recipient of the Expert Recruiting badge. No exceptions or waiver authorized. Is responsible for executing the condensed version of the apprenticeship program for all new hires during the 90 – day transition period.

SPECIAL INFORMATION

- **Applicant must be 79T30/40 qualified and have the Strength Maintenance Expert Badge.**
- **The candidate must have completed Positions of Significant Trust Authority (POSTA) screening.**
- **Duty Station is in the Eastern District**
- **Applicant cannot have had a duty station move in the past 12 months or a cost PCS move in the past 24 months.**

APPLICATION PROCEDURES

Interested applicants must submit the following documents:

1. Memorandum requesting consideration
2. Copies of last **three consecutive** NCOERs.
3. Current copy of Enlisted Record Brief (ERB). <https://minuteman.ngb.army.mil/Benefits>
4. Last 3 years of DA Form 705 (include all DA Form 705 (include all DA Forms 3349, if applicable)
5. Individual Medical Record (IMR Record)
<https://medpros.mods.army.mil/medpros/mymedicalreadiness/medical.aspx>
6. Security clearance memorandum

Submit applications to this HQ, ATTN: JFHQ-HRO, PRN: 210, 5901 Beulah Road, Sandston, Virginia 23150, NLT close of business on the closing date of this announcement. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding. **Scanned or faxed applications will not be accepted UNLESS MOBILIZED. POC FOR ADDITIONAL INFORMATION:** SFC Shawn Oliver (804) 236-7831, or at shawn.l.oliver.mil@mai.mil or CW4 D' Juana Goodwin at (804) 236-7823, or at djuana.l.goodwin.mil@mail.mil