



South Dakota
NATIONAL GUARD 
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Rapid City, South Dakota 57702-8170
(605) 737-6702 FAX: (605) 737-6677



NGSD-HRO-AGR

10 June 2024

**TITLE 32 ONE TIME OCCASIONAL TOUR (OTOT)
MILITARY TOUR NOTICE**

Tour Notice: 24-77a

Closing Date: 14 July 2024

Applications are now being accepted for the following position. Questions concerning contents of the notice may be directed to the Human Resources Office, 737-6672 or DSN 747-6672.

Unit Designation: JFHQ – AGO

Duty Position: Executive Officer

Duty Location, TBD: Rapid City, SD / Sioux Falls, SD

Lowest/Highest Grade to Apply: O4 (only)

Status Eligible to Apply: Member of the SDARNG (To include Non-AGR and Technician Status)

Non-AGR Length of Tour: 2-3 Year OTOT

Start Date: 12 August 2024

General Eligibility Requirements: For initial eligibility of a position, individual must meet the minimum grade to apply. Must live within 50 miles of duty location upon assignment to the position. This announcement does not constitute a commitment to fill the position. Selection may include additional travel requirements to support TAG's schedule. This tour is a Nominative Position. Selecting Official will only interview the top applications.

Minimum Eligibility Requirements: Must meet the medical fitness standards for retention IAW AR 40-501. Soldiers must meet the physical requirements IAW AR 600-9. Must meet eligibility requirements IAW AR 600-8-2. Ineligible flags include, but are not limited to adverse, ACFT, Ht/Wt, and security violations. Meet additional qualification requirements outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program. TS/SCI will be required if selected.

Duty Description: Responsible for monitoring the day-to-day activities of TAG, along with planning for the short and long-range events TAG will participate in. Primary duties include coordinating office calls/meetings; organizing travel and training; overseeing protocol for Guard events and correspondence; planning and conducting special events; conducting and/or coordinating research;

maintaining TAG assigned equipment. Serves as the Congressional Action Coordination Officer and POC for SD Congressional Delegation (CODEL), both state and federal.

Special Information: The South Dakota National Guard does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender), national origin, political affiliation, sexual orientation, marital status, retaliation, parental status, or other non-merit factor. Selection will be made from the applicants determined best qualified in terms principally involving experience, demonstrated ability/performance, and training. Applicants may be subject to personal interview upon notification of time and place. Necessary travel is at applicant's own expense. Inquiries concerning specific aspects of the duty position should be directed to the nominating official.

Application and Selection Procedures: Application documents will be combined into one PDF. Naming convention will be Announcement Number and the Soldier's Last Name, example: 24-47 Schaefer. Submit applications via email to: ng.sd.sdarnng.list.agr-application@army.mil. Ineligible applications, unsigned applications, or applications with missing required documents will be returned without action.

Non-AGR Application Documents:

- a. Cover Letter.
- b. Resume.
- c. NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position.
- d. Current Soldier Record Brief (ORB).
- e. Last three OERs.
- f. DTMS printout of APFT/ACFT and Height/Weight.
- g. Commander's memo stating Soldier is in favorable status if security clearance is out of scope. Must be signed at/after opening date.
- h. NGB Form 23-A (RPAS statement)
- i. Copy of Medical Readiness Status (IMR).
- j. Commander's memo stating Soldier is not on a temporary profile. Must be signed at/after opening date.

Selecting Official:

Name: Maj Gen Mark Morrell
Title: The Adjutant General
Phone Number: (605) 737-6700
Email: mark.r.morrell.mil@army.mil