MISSISSIPPI AIR NATIONAL GUARD
MILITARY POSITION ANNOUNCEMENT
Air Active Guard/Reserve (AGR)
(Restricted)

OPENING DATE: 26 June 2019
CLOSING DATE: 10 July 2019
ANNOUNCEMENT NO: 19-0609res
POSITION TITLE: Health Systems Specialist

MINIMUM GRADE: MSgt/E7       MAXIMUM GRADE: SMSgt/E8
LOCATION OF POSITION: 186th ARW, Meridian, MS
MILITARY ASSIGNMENT REQUIREMENT: Enlisted
REQUIRED AFSC: 4A0X1

Restricted to permanent AGRs of the Mississippi Air National Guard.

Promotion to Senior Master Sergeant is contingent upon availability of control grades.

GENERAL:
This position serves as the full-time Health Systems Specialist for the installation and tenant units, with responsibility for managing all medical administrative functions including medical support, medical operations, force health management and related medical applications.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)
Manages Health Services activities, including plans and operations, human resource management, and Medical staffing. Oversees medical facility management. Serves as the senior medical administration advisor for the medical group and is the installations focal point for highly sensitive, privacy act and protected medical issues. Operates as a partner with the Medical Group Commander, Senior Management Staff, Squadrons, Geographically Separated Unit’s (GSU(s) Commanders, tenant unit commanders, and State Headquarters in planning, implementing, and executing the medical programs directly associated with the objectives of the Wing Commander, Medical Group Commander and the Air National Guard (ANG) Medical Service. Ensures accomplishment of federal military and state supported medical missions. Responsible for maintaining compliance with all regulatory and legal force health management requirements. Provides medical management and advisory services that contribute substantially to the plans, policies, decisions, and objectives of senior management. Directs all Information Management activities within the Medical Group. Formulates and interprets 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 (GSU(s), and tenant units. Develops plans, policies, procedures, goals, and objectives for the overall operation of the Medical Group. Monitors unit participation for both inactive and active duty training. Directs Group activities by assuring that medical work and program goals are being met and are consistent with higher headquarters policies and requirements. Reviews medical supply and equipment requirements, makes appropriate recommendations, and requests required procurement and funding authorizations. Develops procedures to assure proper programming to update or replace aging or inoperative equipment. Establishes and maintains controls and records. Ensures proper installation of medical equipment. Assures availability of mobility and emergency equipment and supplies. Performs other duties as assigned.

APPLICATION INSTRUCTIONS: All applications must be submitted to Military Department, State of Mississippi, Attn: NGMS-HRO-AGM, P O Box 5027, Jackson, MS 39296-5027, if using United States Postal Service (USPS).
If ground delivery is used (UPS or FEDEX), submit to Military Department, State of Mississippi, Attn: NGMS-HRO-AGM, 1410 Riverside Drive, Jackson, MS 39202-1237.

Applications must be received by the Human Resources Office no later than 1630 hours on closing date. Government postage paid envelopes or facsimile machines will not be used to submit applications.

Applicants must submit the following forms:

1. NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, signed and dated.

2. Copy of the most recent AF Form 422, Physical Profile Serial Report.

Also submit an AF Form 469, Duty Limiting Condition Report, if currently on a temporary physical profile.

3. ANG Fitness Assessment Results.


NOTE: Point of contact for additional information is CMSgt Miller, commercial (601) 313-6195 or DSN 293-6195. Individuals who do not meet the minimum qualifications will not be considered.

SUPPLEMENTAL PREREQUISITES:

1. Must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Must have physical exam approved by State Air Surgeon prior to entry into the AGR program.

2. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.

3. Military grade will not exceed the maximum military duty grade authorized on the UMDG for the position.

4. Eligibility/Mandatory requirements for this AFSC are located in the current Air Force Enlisted Classification Directory (AFECD).

EQUAL OPPORTUNITY: The Mississippi National Guard is an Equal Opportunity Employer. Assignment will be made without discrimination for any reason such as race, color, religion, sex, national origin, politics, or marital status.