



# DEPARTMENT OF THE AIR FORCE STATE OF MISSISSIPPI



**ACTIVE GUARD RESERVE (AGR) ANNOUNCEMENT # 22-0104**

**OPENING DATE: 13 January 2022 CLOSING DATE: 26 January 2022**

**Position Title: Aerospace Medical Service**

**Unit/Duty Location: 47 CST, Jackson, MS**

**Min Grade: SSgt/E5**

**Max Grade: MSgt/E7**

**UMD Position AFSC: 4N071**

**Security Clearance: SECRET**

**PULHES: 2,2,2,2,1**

**ASVAB Requirements: G:50**

***\*Special mission requirements for Civil Support Team will be explained in interview***

***\*\*Must be able to become Paramedic qualified***

***\*\*\*Must become AFSC qualified within 12 months***

**Areas(s) of Consideration:** (1) Members of the MS National Guard (Statewide)

**Special Note:** This FULL TIME MILITARY duty position vacancy in the Air National Guard is announced and will be filled under the provisions of Section 502(f), Title 32 and United States Code.

**Specialty Summary:** Plans, provides, and evaluates routine patient care and treatment of beneficiaries to include flying and special operational duty personnel. Organizes, coordinates, executes, and evaluates nursing activities in the medical environment as a Licensed Practical Nurse (LPN)/Licensed Vocational Nurse. Performs and directs support activities for patient care situations, including contingency operations and disasters. Performs duty as Flight and Operational Medical Technician (FOMT), Independent Duty Medical Technician (IDMT), Aeromedical Evacuation Technician (AET), Allergy and/or Immunization Technician (AIT), Special Operations Command (SOC) Medic, Critical Care Technician (CCT), National Registry Paramedic (NRP), Neurodiagnostic Technologist (NDT), Dialysis Medical Technician (DMT), or Hyperbaric Medical Technician (HBMT). Related DoD Occupational Subgroup: 130000.

**Duties and Responsibilities:** Provides, supervises and manages patient care of beneficiaries to include flying and special operational duty personnel. Performs nursing tasks. Acts as Patient Centered Medical Home member or team leader. Front-line preventionist who identifies potential health risks and provides preventative counseling. Performs paraprofessional portions of preventative health assessments and physical examinations. Monitors and records physiological measurements. Orients patients to the hospital environment. Admits, discharges, and transfers patients as directed. Observes, reports, and records observations in patient progress notes and team conferences. Performs portions of medical treatment, diagnostic, and therapeutic procedures. Cares for, observes, and reports on pre/post-operative, seriously or critically ill, and injured patients. Records treatments and procedures rendered and observes effects. Performs postmortem care. Identifies patient problems and assists in developing and evaluating patient care plan(s). Assembles, operates, and maintains therapeutic equipment. Provides field medical care in contingency operations and disasters. Performs basic life support, tactical combat casualty care (TCCC) and triage in emergency situations. Serves as member of primary emergency medical response to in-flight emergencies and potential mass casualty scenarios for on- and off-base incidents. Operates

emergency medical and other vehicles. Loads and unloads litter patients. Participates in contingency or disaster field training, exercises, and deployments. Augments search and rescue flying squadrons. Obtains and maintains linen and supplies/areas. Disposes of medical waste. Maintains inpatient and outpatient medical records. Screens medical records for deployability and other medical administrative requirements. Prepares and submits administrative reports. Manages supplies and equipment, submits and executes budgets. Coordinates medical service activities with execution and clinical management teams. Utilizes the nursing process for promoting and maintaining patient health. Provides disease and disability education, care, and evaluation of nursing care. Participates in and leads the planning, implementation, and evaluation of nursing care. Performs assessment and analysis of patient health status, identifies health goals, recognizes subtle changes in conditions, interprets these changes, and immediately determines appropriate course of action. Supervises personnel, conducts training, and creates duty schedules. Schedules and/or conducts in-service training on procedures, techniques, and equipment. Schedules and/or conducts periodic disaster training and evacuation procedures. Provides training to medical and non-medical personnel; training may include areas such as emergency medical technician (EMT), TCCC and required basic life support training. Performs Flight and Operational Medicine duties. Assists flight surgeon with aircraft mishap and physiological incident response, investigation, and reporting. Supports flight surgeon to develop flying safety and deployment briefings. Assists healthcare provider teams with interpretation and application of medical standards to determine medical qualifications for occupational duty, worldwide duty, special operation duty, mobility status, flying status, special duty, security clearance, professional military education (PME), retraining, commissioning, and transition to Air Force Reserves or Air National Guard. Provides administrative management of duty limiting conditions reports. Assists with oversight of waiver management utilizing the Aircrew Information Management Waiver Tracking System (AIMWTS). Maintains grounding management on all aircrew assigned utilizing the Aeromedical Services Information Management Systems (ASIMS). Performs the paraprofessional portion of initial flying class/special operational duty (SOD) physicals. Conducts clinical entries for data into the Physical Examination Processing Program (PEPP) and manages physical until completion. Provides first point of contact for non-empaneled patients requiring physical examinations (i.e. Department of Defense Medical Examination Review Board (DoDMERB), Reserve Officer Training Corps (ROTC), and others that are an extension of the occupational exam). Performs preventive health assessment (PHA) physicals for flying status and non-flying status personnel and updates results of required tests and examinations into ASIMS. Performs duty as an IDMT at home station and deployed locations, remote sites and alternate care locations. Renders medical, dental, and emergency treatment; recommends and coordinates evacuations for definitive medical treatment. Performs pharmacy, laboratory, bioenvironmental, immunizations, public health, medical logistics and medical administration duties. Establishes preceptorship and provides forward area health care IAW applicable guidelines in an austere or bare-base environment. Special Operations Command (SOC) Medics perform special operations medical support providing initial combat point of injury care, on-going field trauma care, and Casualty Evacuation (CASEVAC) to definitive care. SOC medics are ideally suited to Special Operations Forces (SOF) and Combat Search and Rescue (CSAR) mission support for establishing bare-base encampments. Performs Aeromedical Evacuation (AE) ground and/or flight duties. Performs pre-flight/inflight patient care and documentation. Provides emergency care for patients in event of medical and/or aircraft emergencies. Functions as an aeromedical evacuation crewmember (AECM). Prepares patients, equipment and aircraft for flight. Enplanes and deplanes patients. Loads and unloads baggage. Operates specialized aircraft flight equipment, medical devices and aircraft systems related to patient care. Performs Allergy and Immunization (AI) duties. Allergy: Manages immunotherapy care and performs diagnostic tests as ordered by physician. Prepares allergenic extracts and/or specific allergy treatment extracts. Performs allergy skin and energy testing. Immunization: Manages computer based patient information. Performs tuberculosis testing. Administers vaccines IAW current guidelines. Provides emergency care for treatment of anaphylaxis. Provides patient education regarding expected reactions and proper post-vaccination care. Provides oversight of immunization processes and programs. Manages the Immunization Backup Technician (IBT) program. Performs Neurodiagnostic duties. Assists physician with and prepares patients for examination, treatment, and diagnostic procedures. Assembles, operates, maintains and performs routine user maintenance of electroencephalographic and electromyographic equipment. Assists in performing special electroencephalographic and electromyographic procedures. Ensures appropriate care and storage of tracings and reports. Performs Critical Care duties. Prepares patient with special equipment for transfers. Performs and assists with examinations and special procedures including mechanical ventilation, cardiovascular and neurovascular procedures and dialysis. Performs Hyperbaric medical duties. Prepares patients and equipment for hyperbaric dive. Provides wound care debridement. Prepares hyperbaric chamber and properly

positions patients. Functions as hyperbaric dive crewmember. Assists hyperbaric nurse or provider with patient care during dive. Provides emergency care for patients in event of medical or hyperbaric chamber emergencies. Performs Dialysis Medical Technician duties. Prepares patient and performs procedures using specialized renal dialysis equipment.

Performs other duties as assigned.

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**Length of Tour:** IAW ANGI 36-101, paragraph 6.2.1., Initial tours will not exceed 6 years and constitutes the Probationary Period. Follow-on tour will not exceed six years and will not be extended beyond an enlisted Airman's Expiration Term of Service (ETS) or an Officer's Mandatory Separation date (MSD).

**\*Initial Tour will be 3 years\***

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**Appointment:** The publication of AGR orders by HRO will be the official appointment into the Mississippi Air National Guard AGR program. **No commitment** will be made by the command to any applicant prior to the review of qualifications by the HRO and TAG approved appointment through the Officer Action Board (if applicable).

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### **Minimum Qualification Requirements:**

1. Individuals must meet Physical Fitness Standards. Applicants must provide a printed copy of the electronic Air Force Fitness Assessment Results dated within the past 12 months of application close date, reference AFI36-2905. (Note: Your full name must be printed on the official copy)
  2. Air National Guard, Air Force Reserve or the United States Air Force members who have not achieved a passing Fitness Program score are not eligible for entry into the AGR Program.
  3. Air National Guard members must meet the physical qualifications outlined in AFI48-123. Submit AF Form 422 validated by your medical personnel, current within 12 months.
  4. An applicant on a medical profile may apply and be selected for an AGR tour; however, the selectee may not begin the AGR active duty tour until the medical restrictions are released.
  5. Must meet any Special Requirements outlined in the AFECD/AFOCD.
  6. Failure to maintain a security clearance will result in removal from the AGR program.
  7. Selected individual must extend/re-enlist for a period equal to or greater than initial tour end date.
  8. Enlisted applicant's military grade cannot exceed the maximum UMD military grade authorized. Overgrade enlisted applicant must indicate, in writing, the willingness to be administratively reduced in grade when assigned to the position. Officers may not enter into the AGR program in an overgrade status.
  9. IAW ANGI 36-101, paragraph 5.2, the intent of the AGR program is to access AFSC qualified individuals. However, any applicant selected that does not possess the AFSC, must sign an agreement to retrain to include the statement in paragraph 5.2.1.1 of ANGI 36-101. Failure to meet and maintain training requirements will result in removal from the AGR program.
  10. IAW ANGI 36-101, paragraph 5.7, an individual must not have been previously separated for cause from active duty or previous Reserve Component AGR tour.
  11. IAW ANGI 36-101, paragraph 5.10, applicants should be able to attain 20 years of Total Active Federal Military Service (TAFMS) in the AGR career program. Waiver authority of this requirement is The Adjutant General (TAG). Individuals selected for AGR tours that cannot attain 20 years of active federal Service prior to reaching mandatory separation must complete a Statement of Understanding contained in Attachment 3 of ANGI 36-101.
  12. IAW ANGI 36-101, paragraph 6.6.1., members should remain in the position to which initially assigned for a minimum of 24 months. TAG may waive this requirement when in the best interest of the unit, State, or Air National Guard.
  13. Candidates will be evaluated on the basis of their education, experience, training, and performance. Consideration will be based on available information contained in the individual's application.
  14. Eligibility/Mandatory requirements for the AFSC(s) advertised are located in the current AFECD/AFOCD.
  15. ASVAB requirements must be met prior to submitting application. Any application received not meeting ASVAB requirements will be disqualified.
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**Bonus/Incentive Recipients:** If you currently receive any type of incentive such as bonus, student loan repayment, or GI Bill Kicker, these incentives will stop effective on the first day of full time employment with the Mississippi Air National Guard. **Contact your RETENTION OFFICE MANAGER.**

**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. The management of AGRs will be free of discrimination IAW ANGI 36-7, ANG Military Equal Opportunity Program.

**Application Submission Instructions:** Submit all forms in their entirety. Additional documents such as resumes, may be included but are not required. **Be advised that applications are not reviewed until after the announcement closes. HRO does not notify members of missing or erroneous information. Incomplete applications will be disqualified.**

**Minimum required documents to be submitted (in this order):**

**Air Force Applicants:**

1. **NGB Form 34 -1** - Application for Active Guard Reserve (AGR) Position signed. Ensure an explanation is attached for required answers given in Section IV
2. **AF Form 422** - Must be obtained from your Medical Group. Must be dated within last 12 months
3. **Physical Fitness Report** - Fitness Tracker Report from myFITNESS or current system of record for physical fitness- Official printout from current physical fitness database showing a current, passing score of 75 or higher. Official copy must have your name printed on it. The Air Force Physical Fitness Assessment Scorecard is NOT an acceptable substitution
4. **Records Review (aka RIP)** - Virtual Military Personnel Flight (vMPF) version is preferred but the MilPDS version is acceptable. Print and submit all pages (Do not send a Career Data Brief or PCARS as they do not provide all of the required information to validate qualifications)
5. **College Transcripts** - required for enlisted members applying for officer positions
6. **Other Documents** - Resume', special training certificates, etc.

**Army Applicants (may apply to un-restricted announcements only):**

1. **NGB Form 34 -1** - Application for Active Guard Reserve (AGR) Position signed. Ensure an explanation is attached for required answers given in Section IV
2. **IMR Record** - Most recent Medical Protection System (MEDPROS) Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online (AKO). The PHA date on the IMR must be dated within the last 15 months to be valid
3. **DA Form 3349** - Physical Profile (if applicable)
4. **DA Form 705** - Army Physical Fitness Test Scorecard
5. **Soldier Record Brief (SRB)**
6. **REDD Report** (enlisted only) - can be obtained through recruiters
7. **College Transcripts** - required for enlisted members applying for officer positions
8. **Other Documents** - Resume', special training certificates, etc.

Applications must be sent electronically via GEARS 5 Live Site 3 and must be received before 2359 hours on the closing date of the announcement to be processed. Any missing required documents will result in disqualification. Submittals of any missing required documents after the closing date will **NOT** be accepted.

GEARS is an automated packet/document routing and tracking system built on a SharePoint platform that implements global management of business processes. It provides both pre-built and custom user-defined workflow. GEARS can be located via the AF Portal by typing GEARS in the AF Portal Search Engine or by copying and pasting the link below into your web browser.

<https://army.deps.mil/netcom/sites/GEARSV/Live/web/Home.aspx>

- Step 1: Scan and save **all** application documents as **one (1)** .pdf file (do not send individual pdf files)
- Step 2: Save file as: **Announcement # LastName FirstName** (ie. 20-1201 Doe John)
- Step 3: Log into GEARS 5 Live
- Step 4: Select the **New Packet** tab
- Step 5: In the **Packet Name** field, enter your file name (i.e. 20-1201\_Doe\_John)
- Step 6: For **Packet Type**, click “Make a Selection”, then select the “Other HR Actions” icon.
- Step 7: For **Originating Organization**, click “Make a Selection”, then select applicable organizations to find your unit, ensure “Make this my default organization” is checked, click “Select Organization”. (For MS ANG members: select Air Force, Air National Guard, MS Air National Guard, your Wing, your Unit)
- Step 8: Select **Proceed to the next step**
- Step 9: Under **Packet Files**, click the “+” in the top right corner. Drag and drop your application file into the box or click “Browse to upload” to navigate to your saved file. If the file is uploaded successfully, you will receive a **green** check mark under “Upload Status”, then click on Close.
- Step 10: Select **Proceed to the next step**. This will populate the **Workflow Route**.
- Step 11: Enter any comments into the **Packet Discussion/Instructions box**
- Step 12: For **Packet Due Before date**, enter the announcement closing date.
- Step 13: For **Each Action Given**, change from 3 to 1 Day(s).
- Step 14: Click **Add the Route**
- Step 15: Select **Add a User/Group**
- Step 16: Type my name: **Hammarstrom, David** into the search box and hit enter. Click on my name when it populates
- Step 17: For **Action Requested**, click the “Concur/Nonconcur” icon
- Step 18: Click **Submit Packet**.
- Step 19: Click **Start Packet Routing** in pop up window
- Step 20: Log out of GEARS 5 Live

*\*The GEARS platform is not intended to be used for long term storage of files. All applications received through GEARS 5 Live will be downloaded to the HRO network as they are received and deleted from GEARS. Once received, all application documents to include selection documentation become the property of HRO and will not be released to any applicant for any reason.*

***The HRO is not responsible for any malfunctions when using electronic means to transmit job applications. Be sure to allow yourself enough submission time.***

**Questions and concerns can be addressed to:**

AGR Manager - Air: CMSgt David W. Hammarstrom  
DSN: 293-6195 Commercial: 601-313-6195  
[david.w.hammarstrom.mil@army.mil](mailto:david.w.hammarstrom.mil@army.mil)