



# DEPARTMENT OF THE AIR FORCE STATE OF MISSISSIPPI



**ACTIVE GUARD RESERVE (AGR) ANNOUNCEMENT # 26-1201**

**OPENING DATE: 3 December 2025 CLOSING DATE: 16 December 2025**

**Position Title: Logistics Plans**

**Unit/Duty Location: 172 AW, Jackson, MS**

**Min Grade: SSgt/E5**

**Max Grade: MSgt/E7**

**UMD Position AFSC: R2G071**

**Security Clearance: SECRET**

**PULHES: 3,3,3,2,3,3**

**ASVAB Requirements: A:56**

***\*Retraining into the 2G0XX career field within the Air Reserve Component (ARC) is restricted to the grades of E-6 and below with less than 12 years of Total Federal Military Service.***

**Area(s) of Consideration:** (1) Members of the MS National Guard (Statewide) *(Applications from members not currently assigned to a unit or duty station in MS will not be considered for this announcement)*

**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:** Develops, evaluates, monitors, and supervises combat support strategies, readiness, plans, and programs including battlefield preparation activities before and during conflict, force posturing and positioning, employment, sustainment, and support agreements. Related DoD Occupational Subgroup: 155100.

**Duties and Responsibilities:** Performs deployment planning and execution activities and functions to include adaptive planning, Agile Combat Employment (ACE) planning, feasibility assessments, development of operational plan (OPLAN) logistics annexes, and preparation, programming, and support assessments and requirements for contingency and exercise plans. Prepares, evaluates, and implements all aspects of deployment planning, aircraft cargo and personnel dispersal, force sustainment, force recovery, materiel reconstitution, exercise planning & execution, and logistics support procedures for JRSO&I. Performs and directs deployment, employment, and JRSO&I command and control processes. Effectively manages logistics information about operational reach, and battlefield situational awareness, for functions such as transportation, supply, health services, maintenance, engineering, Services, and aircraft mobility. When assigned to an Installation Deployment Readiness Cell (IDRC), establishes and operates a logistics command and control center (i.e., Deployment Control Center (DCC)) to prepare for and supervise deployment and redeployment processes. Reviews planning processes, deployment taskings, inputs, extracts, and interprets data in automated information systems which include, but are not limited to, Joint Operations Planning and Execution System (JOPES), Deliberate/Crisis Action Planning & Execution Segments (DCAPES), Logistics Module (LOGMOD), Single Mobility System (SMS), Airlift Integrated Interface (A2I), and Integrated Computerized Deployment System (ICODES). Assists in the establishment and management of combat force bed-down, emergency action messages, and mitigation procedures. Develops crisis action procedures in conjunction with other employed organizations; integrates force command and control with applicable functional area or interagency representatives. Manage all aspects of the steady-state, crisis, and exercise

deployment operations (including Air Force Force Generation (AFFORGEN)) on behalf of the installation commander. Coordinates, hosts, and presents annual deployment process working groups (DPWGs), and quarterly unit deployment manager (UDM) meetings, and provides recurring deployment readiness briefings to commanders. Provides initial and recurring training for all installation and tenant unit UDMs and coordinates supplemental training requirements with public health, traffic management, air transportation, and force protection representatives according to mission command directives. Air Force WRM consists of enterprise-managed, dynamically positioned equipment, vehicles, and consumables, to support operations across the full range of military operations and to reduce the time required to achieve an operational capability or produce an operational effect. Pre-positioned WRM is strategically located to ensure a timely response in support of combatant commander requirements during the initial phase of an operation. Performs, directs, and manages apportioned WRM functions. Develops guidance and supervises administration, surveillance, and management of WRM to include mission support availability and asset management, deployment, redeployment, reconstitution, excess management, sustainment, transportation, and transfers as applicable to mission requirements. Provides initial and recurring training for installation WRM Managers (WRMMs), analyzes WRM reports to validate constraints and develop mitigation planning factors, and validates WRM deficiencies. Coordinates, hosts, and presents WRM Review Boards. Ensures WRMMs inspect, maintain, mark, document, inventory, and store WRM appropriately to ensure materiel is maintained in operational order. Identify and report WRM related shortfalls and limiting factors to higher headquarters and actively advocate for resource requirements (e.g. manpower, funding, storage facilities, etc.). DoD and AF policies direct that support agreements be developed between affected Suppliers and Receivers to document recurring support to provide the unit commander with the capability to ensure resources are expended wisely and to help eliminate unnecessary resource duplication. Support agreement may be used to augment contingency documents such as BSP, Programming Plans and OPLANs, Concepts of Operations (CONOPs), Installation Deployment Plans (IDPs), Emergency Plans, etc. Manage the installation's support agreements program to ensure quality, efficiency, and effectiveness in providing or obtaining support through agreements with suppliers, host units, joint services, other DoD agencies, and international partner nation military representatives. Ensures the effective performance of responsibilities and functions assigned to supplying and receiving units and enforces installation commander support agreement approval processes and training requirements. Establishes processes for negotiating impasses and/or disputes and provides initial and recurring training for unit Functional Area Agreement Coordinators (FAACs) to include supplemental training from installation comptroller and legal representatives. Agreements program management responsibilities may include requirements to execute international, inter-agency, intra-agency, and international agreements, and mutual logistics support via ACSAs. Documents, records, and reports agreements per DoD and Air Force policies and procedures. Creates and publishes installation support agreement catalogs and ensures required agencies such as legal, engineering, force protection, manpower, and finance conduct reviews of agreement support categories. A BSP is primarily developed for main operating bases or collocated operating bases with a permanent Air Force presence. Expeditionary Site Planning (ESP) and Site Surveys are an integral part of the ESP process. Information gathered during a survey on a site's resources and capabilities are captured to assist commanders with making initial bed-down decisions at locations without a permanent Air Force presence. When assigned to a main operating base, serves as the Installation BSP Manager to ensure the installation BSP is developed and maintained. This includes managing the Base Support and Expeditionary (BaS&E) site planning program and training unit representatives who have been appointed as Functional Data Managers (FDMs). Collects and reviews functional category and chapter data from subject matter experts (SMEs)/FDMs for completeness and validates identified limiting factors and shortfalls. Coordinates, schedules, and manages the BSP Committee (BSPC), which is chaired by the Wing Commander. Attendees of the BSP Committee include the Installation BSP Manager, Wing Leadership (Squadron and Group Commanders), FDMs, and tenant unit representatives who have equities with the installation or expeditionary site. Schedules and executes BSP Working Groups (BSPWGs) to ensure FDMs and other selected subject matter experts are maintaining the installation's BSP in accordance with appropriate planning cycles, installation mission objectives, and mandatory regulations. Collects pre-site survey, site survey, and post-site survey data for an in-depth feasibility assessment to identify the forward operating site's suitability for current and/or future missions. Leads site survey teams, hosts expeditionary site working groups and assists with the determination of expeditionary site planning and site survey requirements associated with named operations or future operations. Provides data related to threat assessment, antiterrorism, integrated base defense capabilities, airfield suitability assessments, pavements evaluations, and bed-down assessments. Reviews, analyzes and interprets DOD and Air Force policies to include the development and management of Unit Type Codes



(UTCs), readiness reporting, and conducting force posturing and analysis activities crucial to the management and execution of Air Force readiness programs. Analyzes and interprets policies and monitors competitive sourcing to determine impacts to the installation or unit's ability to execute operations and deployment requirements. Integrates personnel policies and strategic objectives through the development and coordination of plans and programs supporting operations. Performs analysis, assessments, and validation of installation and/or unit wartime capabilities by conducting force management activities and day-to-day management of wing deployment functions.

Performs other duties as assigned.

**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\***

**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).

### **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.**

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**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.

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**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.**

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**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** (only when listed as required)
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** (only when listed as required)
8. **Other Documents** - Resume', special training certificates, etc.

Applications must be sent electronically via GEARS 6.0 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.

\*\*\*New GEARS 6.0 website - <https://gears.army.mil/dashboard>

**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 6.0 - <https://gears.army.mil/dashboard>

**Step 4:** Select the **Create a Packet** (located in the upper right header information)

**Step 5:** In the **Packet Name** field, enter your file name (i.e. 20-1201\_Doe\_John)

**Step 6:** For **Organization**, click "Choose", then select applicable organizations to find your unit, ensure "Make this my default organization" is checked, click "Submit". (For MS ANG members: select US Air Force, Air National Guard; for MS ARNG members: select US Army, Army National Guard)

**Step 7:** For **Packet Type**, click "Choose", then select the "Hiring Actions" icon.

**Step 8:** Select the blue **Save Draft icon** at the bottom of the screen

**Step 9:** On the left-hand side under **Discussion/Instructions**, type in Application (required field)

**Step 10:** Scroll down and enter **Deadline** date (date announcement closes)

**Step 11:** Under **Packet Files**, click Supporting. Navigate to your saved file and double click the file to be uploaded. If the file is uploaded successfully, you will see the file listed under Support Files.

**Step 12:** At the top, middle of the page, click on **Enter Assignee**

**Step 13:** Type my last name: **Hammarstrom**, then click on my name when it appears

**Step 14:** Under **Action Requested**, select Concur/Nonconcur

**Step 15:** Click **Save Draft** at the bottom of the screen

**Step 16:** The **Save Draft** should change to **Submit Packet**, if not, click **Save Draft** again, then **Submit Packet**

**Step 17:** Log out of GEARS 6.0

*\*The GEARS platform is not intended to be used for long term storage of files. All applications received through GEARS 6.0 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.***

**\*\*Applications may be submitted by email ONLY if the GEARS platform is malfunctioning.**

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

AGR Manager - Air: CMSgt David W. Hammarstrom

DSN: 293-6195 Commercial: 601-313-6195

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