

-----FOR IMMEDIATE POSTING TO BULLETIN BOARD-----

**DEPARTMENTS OF THE ARMY AND THE AIR FORCE
FLORIDA NATIONAL GUARD**

Office of the Adjutant General
St. Francis Barracks, P.O. Box 1008
St. Augustine, Florida 32085-1008

TELEPHONE: (904) 823-0439
DSN: 822-0439

FLNG COUNTERDRUG POSITION #08-21

OPEN TO: Current Members of the Florida National Guard	MIN / MAX GRADE: O1 / O2
POSITION: DDR Regional Representatives	MOS / AFSC: Any MOS / AFSC
LOCATION: Tampa, Tallahassee & Miami, FL	OPEN DATE: 11 April 2008
UNIT: FLNG Counterdrug Program	CLOSE DATE: 12 May 2008

MINIMUM QUALIFICATION REQUIREMENTS

1. The Florida National Guard Counterdrug (CD) Program is seeking to fill several Regional Representatives positions with the FLNG Drug Demand Reduction (DDR) Program located in Tampa, Tallahassee & Miami, Florida. Regional Representatives are the primary representative with regional prevention agencies and organizations on behalf of the FLNG Drug Demand Reduction mission. Duties will include expanding community prevention education to youth and adults in the region, coordinating internal prevention efforts between local units and prevention agencies, active involvement in community anti-drug coalitions in the region, identifying opportunities for FLNG units to participate in community prevention efforts, identifying opportunities to enhance our capabilities to assist the local communities, and accomplishment of other DDR duties as assigned. Additional requirements outlined on reverse.
2. Applicants must have approval of their unit commander and be MOS/DAFSC qualified for the unit position they currently occupy. IAW NGR 500-2, selectees will remain in assigned unit and will be required to attend all UTAs and ATs.
3. Selectees will present a favorable military image and be required to uphold the highest standards of conduct and military personal appearance while on Counterdrug tour.
4. Selected individuals will be placed on Title 32 FTNG-CD orders beginning tentatively May 2008. PCS may be authorized. Contingent upon budget approval and duty performance, orders may be renewed for future fiscal year. Participation in the FLNG CD Program is contingent upon receipt/availability of congressional appropriations each fiscal year and mission requirements/priority. Orders may be curtailed if funds are not appropriated.
5. The Florida National Guard is an Equal Opportunity Employer and all qualified applicants will receive consideration for this announcement without regard to race, color, religion, national origin, or gender.

APPLICATION INSTRUCTIONS

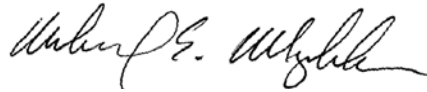
Submit documentation listed below to the address shown in the heading, ATTN: JDOMS-CD (SFC Lisa Wells). Applications received after the closing date indicated will be returned without action. Applications forwarded in binders will be processed; however, binders will not be returned due to the cost of postage. Refer to www.floridacounterdrug.com for more info.

1. Letter of introduction (include position number) stating your interest in the position and how you will add value to the program.
2. Resume outlining civilian/military experience and education.
3. Copy of current DA Form 2-1 (ARNG) or Records Review RIP (ANG).
4. ARNG: Copy of current Chapter 2 induction physical (conducted within past 18 months) and copy of complete medical records for review by State Army Surgeon. Results of HIV test taken within past 5 months. Cite NGR 500-2, para 8-16a, as authority for physical. ANG: Submit current AF Form 422 (conducted within past 2 years) for review by State Air Surgeon. If current periodic medical exam is over 2 years old, schedule an induction physical. Results of HIV test taken within past 5 months.
5. DA Form 7349 (ARNG) or AF Form 895 (ANG) completed within past 30 days and copy of Body Fat Content Worksheet (DA Form 5500-R or NGB Form 160-1-R), if applicable.
6. Copy of Physical Health Assessment taken within the past 90 days.
7. Copy of DA Form 705 (ARNG) or printouts (ANG) reflecting last two physical fitness tests scores.
8. Copy of NGB Form 23 (ARNG) or AF Form 526 (ANG) (Retirement Points).
9. Original DD Form 369 certified within past 30 days.

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DDR Regional Representative

10. Commander's letter of recommendation that also includes your current MOSQ/DAFSC status and verifies that you currently meet physical fitness/height/weight standards.
11. Copy of valid drivers' license.



MICHAEL E. MUZELAK
LTC, AR, FLARNG
Counterdrug Coordinator

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DDR Regional Representative

Minimum Job Skill Requirements:

- Proficient in the English Language (Read, Write, and Speak fluently).
- Logistical and Administrative experience
- Strong organizational skills
- Strong research skills (traditional and on-line)
- Excellent writing/speaking abilities
- Strong computer skills in MS Office
- Typing ability (20 words per minute)

Minimum Administrative Requirements:

- Member of the Florida National Guard (Adhering to basic FLNG Standards).
- Have negative results on Drug Urinalysis.
- Not have any suspension of favorable action pending.
- Have a favorable National Agency Check (NAC/ENTNAC) within past 10 years.
- **ARNG selectee** must meet the Active Duty initial induction medical standards as outlined in AR 40-501, Chapter 2. Induction Physical must have been conducted within past 18 months and DA Form 7349 must be completed within past 30 days. If current physical is over 18 months old, report to nearest MEPS or active component military medical treatment facility authorized to conduct an active duty induction physical examination. Cite NGR 500-2, para 8-16a, and TAG Command Policy Memorandum as authority. IAW AR 600-110, para 5-2a, HIV test must be within 6 months prior to start date.
- **ANG selectee** must meet the Active Duty initial induction medical standards as outlined in AFI 48-123, Attachment 3. Current physical must be within past 24 months and AF Form 895 must be completed within past 30 days. If current physical is over 24 months old, report to nearest MEPS or active component military medical treatment facility authorized to conduct an active duty induction physical examination. Cite NGR 500-2, para 8-16a, and TAG Command Policy Memorandum as authority. HIV test must be within 6 months prior to start date. If over 40 years of age, submit Cardiac Risk Index.
- Meet height and weight standards. Failure to maintain weight control standards after selection will result in immediate termination of Counterdrug duty.
- Meet physical fitness standards. Failure to maintain physical fitness standards after selection will result in immediate termination of Counterdrug duty.
- Pass a background check. Failure to meet acceptable standards after selection will result in immediate termination of Counterdrug duty.
- Possess or qualify for a Secret security clearance.
- Possess valid Florida driver's license.

Preferred Additional Skills:

- Public speaking and presentation skills
- Microsoft Office product experience with Excel, Word, and Powerpoint in order to assist in development of products
- Ability to operate presentation equipment such as LCD projector and other like presentation equipment
- Strong organizational skills
- Must be highly organized and able to work independently

Additional Duties:

- Network within the region to increase the awareness of the mission capabilities to community agencies and organizations
- Assist with prevention education to youth and adults
- Assist in updating current prevention curriculum and development of additional materials to assist community needs
- Assist with event support and training courses as required
- Conduct data collection within the region to measure effectiveness and reach of the mission
- Travel on occasion to support overall mission requirements
- Train or assist in training of individuals who present Drug Demand Reduction prevention education materials
- Identify opportunities for expansion of Drug Demand Reduction mission within region to community and prevention agencies

Mail applications to:
FLNG Counterdrug Program
JDOMS-CD (SFC Lisa Wells)
475 West Town Place, Suite 205
St. Augustine, Florida 32092