

Iowa Air National Guard Position Announcement

Position: 132nd Mission Support Group Superintendent

Location: 132nd Mission Support Group
3100 McKinley Avenue
Des Moines, IA 50321

Grade: Chief Master Sergeant - E9 (Promotable E-8's may apply)

Status: Drill Status Guardsmen (Technicians are eligible to apply)

AFSC: " IAW ANGI 36-2901, atch 5, group superintendent positions are functionally aligned and CMSgt's serving in these positions will possess an AFSC/CEM code assigned to the group. Selection of CMSgt's to serve as group superintendents who do not possess a skill assigned to the group will not be considered or waived. Wing staff SMSgt and CMSgt's, to include Finance, EEO, PA etc., may be considered as MSG superintendents."

Closing Date: 17 July 2015

This position is the principal advisor to the 132nd Mission Support Group Commander on matters of health, welfare and morale, professional development and the effective utilization of the more than 300 enlisted personnel assigned to the group. This position is located in the Mission Support Group (MSG), at an Air National Guard wing. Its primary purpose is to provide organizational, personnel, and resource management. Serves as a superintendent over one or more of the following Squadron/flight(s): Civil Engineering, Force Support, Logistic Readiness, Security Forces; and Communications. This position is responsible for mentorship and professional development of all group-enlisted members. Ensures a conducive environment with open communication avenues for any group member to freely address issues/concerns. Works with all units and provides feedback to the commander on the group's ability to meet its overall taskings and requirements. Provides oversight of the group's mobility/readiness program, and assists with UTC reporting. Assists commanders, first sergeants, and supervisors in appropriate administrative and force management functions concerning the MSG enlisted force. Recommends or initiates actions to improve organizational operation efficiency. Resolves issues between subordinate squadrons, other groups, wing staff, and outside agencies. Serves as liaison between the group staff and squadron superintendents overseeing mission support efforts for the 132nd Wing.

The following elements are considered essential for successful performance in this position.

- Ability to supervise subordinates which includes: developing and administering standards, appraisals and training plans, and directing/prioritizing tasks.
- Knowledge in directives and procedures in the following areas: 1st Sergeant, Personnel, Training, and Family Programs, etc.
- Ability to read, understand, interpret and administer Air Force Instructions (AFIs), laws, and directives.
- Ability to effectively communicate both orally and in writing with all levels of personnel to include National Guard Bureau.
- Ability to effectively lead personnel.

- Ability to independently identify weaknesses and develop solutions that are effectively implemented with successful results.

The following criteria must be met as of closeout date of this announcement to be considered:

- Meet ANG fitness standards IAW AFI 36-2905 with a score of 75 or above
- Possess or be able to obtain a **SECRET** security clearance
- Must be promotable E8 (14 years Satisfactory Service, 2 years Time in Grade) or higher.
- CCAF degree is highly preferred. CCAF must be completed prior to promotion to CMSgt.

Applicants may apply for this position by submitting the following:

1. Resume (Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties)
2. Current Report of Individual Person (RIP)
3. Point Credit Summary (PCARS) from vMPF.
4. Current Report of Individual Fitness
5. Letters of Recommendation (optional)

Email applications to: monica.blakley@ang.af.mil

Applications can also be mailed to:

132nd MSG
Attn: Col Monica Blakley
3100 McKinley Avenue
Des Moines, IA 50321

Questions May be directed to:

Colonel Monica Blakley, 132nd Mission Support Group Commander at 515-261-8500.