

ND ARMY NATIONAL GUARD ANNOUNCEMENT TITLE 10 ONE TIME OCCASIONAL TOUR - AGR

ANNOUNCEMENT NUMBER: AGR-25-20-OTS **Opening Date:** 10 Jan 2025 **Closing Date:** 23 Jan 2025

POSITION TITLE: Bilateral Affairs Officer (BAO) (Ghana)

BRANCH: O1A, Immaterial

MAX GRADE: O-4

DUTY LOCATION: Office of Security Cooperation (OSC), U.S. Embassy, Accra, Ghana, Africa

SELECTING OFFICIAL: BG Mitchell Johnson, the Adjutant General

REMARKS: Upon selection, the officer will be required to submit a Title 10 AGR packet for a one time occasional tour to NGB for final approval. Additionally, the selected officer will be required to attend the six (6) week Defense Institute of Security Cooperation Studies (DISCS) overseas training at Wright-Patterson AFB (Ohio) and the one (1) week Foreign Affairs Counter Threat (FACT) course prior to tour start date.

LENGTH OF TOUR: 24 Month One Time Occasional Tour (OT/OT)

TOUR START DATE: TBD – On or around 01 August 2025

WHO MAY APPLY: Off the street or on board ND Army National Guard members in the grades of O-3 (who have started Captain's Career Course) and O-4s with at minimum 8 years of commissioned service. Those with less than 8 years of commissioned service will need to complete an ETP.

POC FOR TOUR ANNOUNCEMENT QUESTIONS:

Derek Kuntz
LTC, NDNG
Director J5/9
(701)333-2030
derek.kuntz.mil@army.mil

HOW TO APPLY: Applicants may mail/email the forms listed below to arrive in the Human Resource Office (HRO) no later than 1600 hours (4:00 p.m.) on the closing date indicated above. Government postage paid envelopes or government facsimile machines may not be used to submit applications for employment.

REQUIRED:

*See Officer Checklist below.

SEND APPLICATION PACKET TO:

OFFICE OF THE ADJUTANT GENERAL
ATTN: SFC Emily Kliniske
P.O. Box 5511
Bismarck, ND 58506-5511

EMAIL APPLICATION PACKET TO:

ng.nd.ndarnng.list.j1-agrm@army.mil

****Selectee will be required to complete a Title 10 application packet to be forwarded to NGB for final approval. HRO will coordinate application packet upon selection.**

The North Dakota National Guard is an Equal Opportunity Employer. All qualified applicants will receive consideration for the position without discrimination for any non-merit reason(s) such as age, race, religion, gender, ethnic origin or non-disqualifying disability. Pre-selection is not only counter-productive to effective recruitment and placement but also violates North Dakota National Guard merit placement principles and will not be tolerated. If you have information or questions regarding this issue, please contact the HRO at 701-333-3369.

Bilateral Affairs Officer

POSITION OVERVIEW:

The bilateral affairs officer (BAO) provides the link between the partner country and the State. The BAO is a National Guard (NG) officer selected by their State to serve in their partner country. The BAO is a key officer of the U.S. Embassy Country Team and can leverage the full breadth and depth of U.S. joint, interagency, and intergovernmental capabilities. The BAO provides the in-country conduit for the SPP. The BAO plans, coordinates, and supports execution and follow-on actions for all SPP activities. The BAO is the SPP point of contact and maintains communication with partner State NG forces. The BAO ensures that all SPP activities remain in accordance with the USAFRICOM Country Campaign Plan and the U.S. Embassy Mission Strategic Resources Plan.

The NG is the BAO force provider in support of the USAFRICOM Joint Table of Distribution (JTD). The BAO is an authorized command sponsored tour in accordance with Service Secretary guidance for accompanied tours. A BAO tour is 24 months. The respective State Adjutant General, in coordination with USAFRICOM, is authorized to grant a one-time six-month extension but total tour length will not exceed 30 months. At the completion of their tour, BAOs return to their State's control.

National Guard personnel on active duty under the Active Guard Reserve (AGR) Title 10 Program are authorized to be assigned as BAOs. The BAO is selected by the State Adjutant General and must be a member of the Army National Guard (ARNG). BAO requirements documented on the USAFRICOM JTD will reflect a Joint Duty Assignment List position.

USAFRICOM will provide the administrative, logistical, international Cooperative Administrative Support Services (ICASS) embassy support and other country support on a non-reimbursable basis. Base operations support will be provided without reimbursement by the applicable U.S. Embassy Country Team at the Common Level of Support (CLS). Support above the CLS will be negotiated between USAFRICOM and the U.S. Embassy Country Team.

NGB will provide approved Permanent Change of Station (PCS) transportation and travel service from the BAO's State to and from USAFRICOM. PCS travel will include Family members and household goods when authorized. USAFRICOM will provide the BAO all other transportation and travel as required for normal Temporary Duty (TDY).

BAOs will be granted leave in accordance with DOD and specific service secretary guidance.

BAOs work for the Office of Security Cooperation (OSC) in country. The BAO's gaining command is USAFRICOM. The BAO is transferred from State Authority (Title 32) to Federal Authority (Title 10) for command and control and Uniform Code of Military Justice authority. NGB assigns the BAO to the NDNG State Joint Force Headquarters. BAOs are assigned to USAFRICOM with duty at the U.S. Embassy Office of Security Cooperation (OSC). The BAO reports to the OSC Chief, a USAFRICOM assigned Title 10 field-grade officer. While assigned for administrative command and control purposes to the OSC, USAFRICOM recognizes the unique role of the BAO as a representative and liaison of the respective State Partner (Republic of Ghana).

The BAO is a unique position, with primary responsibility to ensure a fully coordinated, successful SPP. As such, the BAO serves the interest of several organizations in promoting a successful SPP (i.e. State, USAFRICOM, Ambassador, and NGB).

DUTIES AND RESPONSIBILITIES:

The Bilateral Affairs Officer (BAO) oversees the State Partnership Program which is co-located with the Office of Security Cooperation (OSC) in the U.S. Embassy, Accra Ghana. The mission of the OSC is to enhance the long-term bilateral defense relationship between Ghana and the United States. It accomplishes this by managing several programs under the Security Assistance umbrella. These include International Military Education and Training (IMET); and Foreign Military Sales (FMS) and Foreign Military Financing (FMF). The office also manages Humanitarian and Civic Assistance (HCA) projects, and plans and conducts Military to Military (M2M) events.

DUTIES AND RESPONSIBILITIES (CONT)

Principal duties of the BAO include:

- Plan, coordinate, and oversee the execution of military to military (M2M) and SPP events, ensuring they meet the Ambassador's mission strategic plan, AFRICOM's theater strategic objectives, the NDNG strategic plan, and the needs of the Ghana Armed Forces.
- Maintain liaison relationship between US Embassy, National Disaster Management Organization (NADMO), and AFRICOM Disaster Preparedness Program.
- Act as the Africa Contingency Operations Training & Assistance (ACOTA) liaison between the U.S. Department of State Bureau of Africa Affairs and the Ghana Armed Forces.
- Maintain a schedule of all M2M, SPP, disaster preparedness, and ACOTA events.
- Supervise the BAO Assistant.
- Maintain communication with other AFRICOM BAO's, the NDND SPP Director, and the AFRICOM West Africa desk officer as well as the service desk officers.
- Country clearance approver (APACS) for all TDY personnel.
- Maintain event database in ARTIMS and SOCIUM programs for funding and higher HQ approvals.
- Coordinate all in country lodging and transportation for TDY personnel.
- Conduct regular face to face coordination with Ghana Armed Forces.
- Maintain relationships with SETAF-AF, US Air Forces Africa, Marine Forces Africa and USAFRICOM theater desk officers.
- Coordinate with AFRICOM for travel orders and Consular Section for visas to send Ghana Armed Forces personnel to the US.
- Attend regular planning conferences outside of Ghana (US/Germany/Italy).
- Reacts immediately to the Ambassador's guidance, the Senior Defense Official and Chief, OSC's direction, and evolving AFRICOM priorities in this country.
- Serves as National Guard expert with unique knowledge of NDNG capabilities, enhancing opportunities for NDNG involvement in exercises, operations and engagements.
- Works directly with Ghana Armed Forces counterparts to conduct detailed training planning and coordination is essential to the success of our bilateral peacekeeping and Ministry of Defense programs.

ELIGIBILITY REQUIREMENTS / INFORMATION FOR TITLE 10 TOUR:

- 1) Must have a current physical health assessment and meet height and weight standards.
- 2) Must have passed a current physical fitness test.
- 3) Must have current Secret or higher clearance.
- 4) Attend all preliminary courses for the BAO position as per Defense Institute of Security Cooperation Studies (DISCS) SOP.
- 5) Initiated and will complete Captain's Career Course prior to beginning tour.

Preferred qualifications:

- 1) Rank of Major
- 2) Bachelor's degree
- 3) Four (4) years National Guard experience
- 4) Overseas experience (annual training, deployment, civilian-acquired experience)
- 5) Eighteen (18) months of successful command of MTOE/battery/company/troop.
- 6) Unit level staff experience at BN/BDE.
- 7) Family must pass Exceptional Family Members (EFM) Screening to work and live in West Africa

**TITLE 10 AGR
OFFICER APPLICATION CHECKLIST**

RANK _____ LAST NAME _____ FIRST NAME _____ MI _____

SSN _____ DOR _____ BR _____ STATE _____ MRD _____

CURRENT STATUS (circle one): M-Day T-32 ADSW T-10 ADSW Mil Tech TTAD AC USAR COTTAD Other

DAYTIME PHONE: _____ E-MAIL: _____

PACKET SEQUENCE: *Incomplete packets will not be returned*

Tab Requirement

- A _____ NGB Form 34-1 (GKO)
 (1) ___N/A___ AGR Tour Agreement (GKO) (To be completed upon selection)
 (2) ___N/A___ One Time Occasional Tour Agreement (To be completed upon selection)
 (3) ___N/A___ Tour Assignment Preference Statement (GKO) (To be completed upon selection)
- B _____ ORB
- C _____ DA Photo (**within last 12 months**)
- D _____ DA FORMs 67-9: Last three years consecutive OERs (**Profiled**) and/or AERs
 (Must include all profiled Command OERs if not already included)
- E _____ DA FORM 705: Last **two** consecutive **ACFT** scores, most recent within **12 months**.
 (1) _____ DA Form 5500/1-R, Body Fat Content Worksheet (if applicable)
 (2) _____ DA Form 3349, Physical Profile (if applicable)
- F ___N/A___ TAG Release (To be completed upon selection)
- G _____ Individual Medical Readiness (IMR) Record
 (Physical Exam and/or AMC/PHA within 15 months & HIV within 2 years)
- H _____ NGB Form 23b
- I ___N/A___ DD Form 1172 (signed by certified official) (To be completed upon selection)
- J ___N/A___ Security Clearance Verification (Memo from Security Manager; must include Investigation Type, Investigation Date, Code, and Clearance Date) (To be completed upon selection)
- K _____ Proof of highest military education completed
- L _____ Civilian education; all transcripts (photocopies accepted)
- M ___N/A___ DA Form 5888 Family Member Deployment Screening Sheet (if applicable)(To be completed upon selection)