

**IOWA NATIONAL GUARD  
MIDWEST COUNTERDRUG TRAINING CENTER  
FTNGDCD VACANCY  
ARMY OR AIR ANNOUNCEMENT**

**ANNOUNCEMENT:** MCTC-10-01

**DATE:** 07 January 2010

**POSITION:** MCTC COURSE SUPPORT (3 POSITIONS)

**CLOSING DATE:** 29 January 2010

**BRANCH:** Air or Army National Guard

**MOS/AFSC:** Any MOS or AFSC

**GRADE:** E-1's through E-5's may apply

**TOUR OF DUTY:** BACKFILL POSITIONS FOR DEPLOYMENTS, EXPECTED START DATE NO LATER THAN END OF FEBRUARY. Applicants must be available through the end of 2BCT deployment, with the possibility of extended employment with the Counterdrug/MCTC Task Force. Funding is Full Time National Guard-Counterdrug (FTNG-CD). Start date is negotiable.

**SELECTING SUPERVISOR:** MAJ Larry Doss, MCTC OIC

**DUTY STATION(S):** Camp Dodge, Johnston, IA

**DESCRIPTION OF DUTIES:** Individual will be responsible for support in the logistical and administrative operations of the Midwest Counterdrug Training Center (MCTC), Iowa Counterdrug Task Force. Logistical Duties will include arranging and providing transportation to instructors and students, maintaining fleet GSA vehicles, assisting the Logistics NCO as needed, supervising on-going courses and acting as the POC for students and instructors, supervise classroom logistical requirements, setup and teardown of classrooms. Administrative duties will include answering phone calls from MCTC students, entering student information into the database, preparing course documentation, and additional duties as assigned.

**QUALIFICATIONS:**

**REQUIRED:** Applicant selected must be, or must become, a member of the Iowa National Guard (Army or Air) prior to being ordered to duty.

**DESIRED:** Tact, flexibility, the ability to work unsupervised, cultural and historical awareness; past experience in administrative, personnel or logistics operations; familiarization with Microsoft office products (Word, Excel, and PowerPoint).

**SELECTION WILL BE MADE WITHOUT REGARD TO RACE, RELIGION, GENDER, COLOR, NATIONAL ORIGIN, AGE OR HANDICAP.**

**BENEFITS:** Salary as determined by military pay grade and time-in-service. Subsistence Allowance, Housing Allowance, 2.5 days annual leave per month, medical and dental care for individual, TRICARE coverage for dependents, PX/BX and commissary privileges, educational benefits. PCS move will not be funded.

**ELIGIBILITY REQUIREMENTS/INFORMATION FOR FULL-TIME NATIONAL GUARD DUTY COUNTERDRUG (FTNGDCD) TOUR:**

1. Must meet medical standards prescribed by current Army or Air Regulations.
2. Must meet physical standards prescribed by current Army or Air Regulations.
3. Must not be under a current suspension of favorable personnel actions
4. Prior to being placed on Counterdrug orders, individuals will be interviewed by the Counterdrug Coordinator (CDC) or representative and must successfully pass and agree to the screening requirements outlined in NGR 500-2/ANGI 10-801 to include:
  - A. Integrity checks, to include but not limited to Military Personnel Records Check, local criminal records check, and National Crime Information Center (NCIC) records check.
  - B. Urinalysis testing is required upon entry on active duty, and personnel are subject to periodic testing while on active duty. *These requirements are in addition to testing by units of assignment during IDT/IAD under the JNGSAP.*
  - C. All applicants are required to continue attendance at IDT/IAD and AT while on FTNGDCD.
  - D. Funding for FTNGDCD is from year to year and can be amended at any time due to funding or lack of performance.
  - E. Standards of Conduct:
    - a. National Guard members participating in the Counterdrug Support Program are required to comply with state laws and with DoD 5500.7-R. They are required to uphold the highest standards of conduct and personal appearance
    - b. Outside employment, associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Outside employment will require written approval of the CDC.
5. Unit Commanders recommendation for Full Time National Guard Duty Counterdrug
6. Female applicants will be subject to a pregnancy test prior to hire.
7. A Counterdrug application may be obtained by calling or emailing MSgt Susan Piel at (515) 727-3601, [susan.m.piel@us.army.mil](mailto:susan.m.piel@us.army.mil) or CPT Ryan Loeffelholz at (515) 727-3605, [ryan.loeffelholz@us.army.mil](mailto:ryan.loeffelholz@us.army.mil). A posting of this announcement and application documents can also be obtained at [www.counterdrugtraining.com](http://www.counterdrugtraining.com). Applications can be mailed or electronically mailed (E-Mail) and must reach this office no later than the close of business on the closing date.

Applications can be mailed to: Midwest Counterdrug Training Center  
ATTN: CPT Loeffelholz  
Camp Dodge/Bldg B-57  
7105 NW 70<sup>th</sup> Avenue  
Johnston, IA 50131-1824