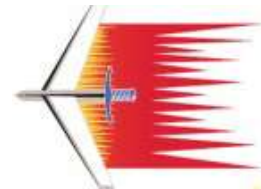




**North Carolina Air National Guard
Active Guard/Reserve (AGR)
Vacancy**



Announcement 2026-18

Open: 31-Mar-26 Closes: 09-Apr-26

POSITION TITLE	AFSC/MOS	GRADE	POSITION NUMBER
AIRCRAFT LOADMASTER (INSRTUCTOR)	1A192C	SMSGT/E8	0107180034

ADVERTISE: On Board AGR Only

SECURITY CLEARANCE: Top Secret

UNIT/DUTY LOCATION: 145th Operations Support Squadron 4930 Minuteman Way, Charlotte NC 28208

SUPERVISOR/POC	EMAIL	COMMERCIAL NUMBER	DSN NUMBER
SMSGt William Puckett	william.puckett.2@us.af.mil	704-391-4396	231-4396

DUTIES AND RESPONSIBLITES

1. Develops and provides technical loadmaster upgrade and proficiency training/instruction to aircrew members. Develops and provides instruction techniques used for various Mission Specific Duties such as: Combat Aircrew Training, Tactical, Mobile Aerial Port, Air Rescue and Recovery, Night Vision Goggle (NVG) Operations, Banner Support Missions, Aeromedical Evacuation, Emergency Airlift of Personnel, Combat Offload, Pyrotechnics Manual Launch Procedures, Space Container Modification. Training provided includes the full cycle of theory, formal classroom instruction, and actual on the job practice. Develops instructional standards, training plans, tests, lesson plans, and other training material. Develops, establishes, validates, and maintains unit loadmaster training program. Analyzes and interprets guidance. Writes and modifies general guidelines from a broad scope of principles, concepts, technology and methodology in order to form practical lesson plans for flight training. Evaluates student performance, annotates and maintains student training records. Ensures students safely execute the demonstrated methods of flight duties. Instructs, analyzes and interprets guidance. Writes and modifies general guidelines from a broad scope of principles, concepts, technology and methodology in order to form practical lesson plans for flight training and annual ground egress training. Counsels students, evaluates student potential, makes determinations on readiness for evaluation, and recommends/initiates military reclassification actions as appropriate. Evaluates the effectiveness of the training program. Reviews training objectives and determines the scope of training required. Schedules and conducts training for instructors and flight examiners on instructional methodology, student assessment, and training techniques. Schedules and conducts ground and flight training for qualification and proficiency requirements, encompassing all loadmaster crew duties. Maintains required course documentation/records. Leads or participates in process improvement teams to recommend improvements to instructional methods or processes. Works with aircrew training contractors. Participates in workshops and course reviews. Recommends course changes. Provides feedback on contractor courseware and instructional effectiveness. Explains and demonstrates the proper method of executing assigned duties during flight.
2. Accomplishes all requirements involved in mission planning and coordination. Completes various administrative tasks. Determinations numbers of aircraft and loading crews/vehicles needed to support proposed missions. Accomplishes coordination to verify availability of aircraft and previously scheduled commitments. Determines whether additional airlift support requests can be accommodated. Joint Airborne/Airlift Transportability Training: Coordinates and identifies user needs for joint service and multinational training missions; attends preplanning meetings, on site surveys with other Services' personnel to determine aircraft requirements and procedures to be employed during joint exercises.
3. Accomplishes a wide variety of preflight, in flight and post flight duties required by the nature of the aircraft assigned and the aircraft's specialized mission. These duties may be performed in either basic or instructor status. Advises and makes determinations on issues involving passenger safety, and safety of flight matters involving weight and balance data, shipment and compatibility of various types of cargo and cargo/personnel combinations, hazardous materials in excessive quantities, special handling security cargo such as courier materials, and registered mail. Plans and prepares complex load plans. Considers the mission and its objective in configuring aircraft for a mission. Develops and certifies cargo load plans considering quantity, weight, configuration, floor capacity, compartment restrictions and proper location within the aircraft to achieve the optimum center of gravity. Determines amounts and sizes of loading vehicles/crews and any other support equipment/personnel required. Considers size, weight, height, cube, trim considerations and close tolerances that may occur when preparing to load equipment onto aircraft. Determines when additional shoring of floor is necessary in loading heavy equipment. Determines cargo placement of mixed cargo destined for a number of ports for a single mission. Performs aircraft inspection to determine aircraft airworthiness. Reviews aircraft maintenance documentation. Configures aircraft to comply with command operation restrictions and flight manual directives. Performs fire guard and safety observer duties (aircraft unique) during ground engine starts/shutdowns. Oversees and directs loading and unloading crews. Checks prepared loads for safety requirements and possible excess to aircraft structural or flight limitations. Oversees cargo inspection, acceptance, loading distribution, tie-down and unloading procedures ensuring adherence to load plans. Verifies, certifies, and approves load plans. Accomplishes weight and balance computations and certification. Teaches and demonstrates the proper donning and doffing of the Aircrew Chemical Defense Ensemble (ACDE) in preparation for operations in toxic chemical and biological environments. Instructs and certifies loadmasters on the proper use of night vision equipment for engine running on/off loads, aero medical evacuation (AES) missions, air refueling and all methods of airlift. Briefs the aircraft commander on cargo type, hazardous materials, and destination offload requirements. During aircraft backing, directs pilot in reverse taxi procedures and critical aircraft clearances. Advise maintenance personnel of any items requiring corrective action. Assist other crewmembers in aircraft ground refueling operations. Monitors aircraft oxygen requirements and systems and activates the system in case of aircraft emergency.
4. Develops evacuation procedures for aircrew and passengers. Briefs passengers on in flight and emergency procedures and demonstrates the use of emergency equipment. Ensures the availability of and provides comfort items, beverages, meals, and life support equipment to passengers. Coordinates with the pilot during in flight emergencies, assists in analyzing malfunctions, and prepares the aircraft, cargo, and passengers for evacuation, ditching, or crash landing. During emergencies, directs the safe evacuation of the aircraft through exits/hatches and assigns duties to crew members and passengers to assist in survival. During flight, periodically inspects cargo to ensure that it is secure and inspects cargo systems functions. Constantly checks cargo of a unique nature that requires special precautionary measures during flight. Takes pressure and temperature readings to ensure crew and aircraft safety. Vents pressurized containers to the outside of the aircraft if necessary. Scans engine and systems for irregularities. Serves as primary firefighter due to nature of equipment installed in aircraft. Scans aircraft during inflight refueling operations, disconnects electrical valves and manually works selector valves, if required. Relays any hazards to pilot. Prepares customs documentation. Complies with agriculture and immigration directives. Performs post-flight inspection on aircraft systems and supervises passenger and cargo offloading. Represents the aircraft commander during customs, immigration, agricultural inspections.
5. Performs other additional duties as assigned.

SPECIALTY QUALIFICATIONS

RANK MIN/MAX: MSGT/E7 - SMSGT/E8

*Promotion to E8 will be dependent on control grade availability.

REMARKS: Must be a Loadmaster Instructor

SPECIAL CONSIDERATIONS

CONDITIONS OF EMPLOYMENT & NOTES:

1. Must attain and maintain mission-ready status at the appropriate crew qualification level in the unit's assigned aircraft. Periodically, as prescribed by regulations, must take and pass written and in flight standardization evaluation examinations to include random no notice evaluations.
2. The incumbent is exposed to physiological hazards of flight plus physical and psychological demands of routine lengthy missions (up to 24 hours duration), must work in confined, hazardous noise areas, is subject to inclement weather during ground operations and dangerous environmental conditions during flight, and may operate in austere location.
3. May be required to travel in military and commercial aircraft to perform temporary duty assignments.
4. Must be instructor qualified, maintaining proficiency in the Principles of Instruction.
5. May be required to maintain flight examiner qualification. Periodically, as prescribed by regulations, must take and pass written and in-flight standardization/ evaluation examinations to include random no-notice evaluations.
6. Required to maintain proficiency in the use of firearms. As prescribed by regulation, may be required to carry and use a concealed weapon while performing aircrew related duties.

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANG 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilizations, and assignment of current on-board AGR members.
2. Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program.
3. Initial tours may not exceed 3 years. AGR tours may not extend beyond an enlisted member's ETS or an Officer's MSD.
4. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
5. Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour.
6. An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position.
7. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package.
8. If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee.
9. Must have adjudicated Security Clearance before starting tour.

APPLICATION PROCEDURES

Hard copy applications will NOT be accepted. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. Applications received with an unsigned NGB 34-1 will not be forwarded for consideration. Applicants may include copies of training certificates, letter of recommendations, resume or any documentation that may be applicable to the position they are applying for. Per ANGI 36-101, the application package must include at a minimum, the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness. Items 1-3 are required by the Human Resource Office to determine initial qualifications. Incomplete packages will NOT be considered for the position vacancy. Please submit application in the order listed below.

1. [NGB Form 34-1 Application Form](#) for Active Guard/Reserve (AGR) Version dated Nov 2013--Completed and Signed
2. CURRENT full Records Review RIP available on [vMPF](#) (Must be a full RIP)
3. [ARCNet/AFFORGEN](#) Readiness print out. (includes IMR, Security Clearance, etc.)
4. EPR(s) / OPR(s) (If available)
5. Fitness report from [myFitness](#)
6. Letter of Recommendation, Cover Letter, Resume and any other attachments are permitted but are not mandatory
7. For Commissioning opportunities, include your AFOQT scores

EMAILING REQUIREMENTS

Ensure all requirements are consolidated into ONE single PDF (adobe portfolio is not recommended). PDF File Name should be: Job Number (i.e. 202X-XX), Last Name, First Name, Grade

*consider saving signed documents using *Print>Microsoft Print to PDF* prior to combining files

Email Completed Application Package to 145FSS.HRO.Actions@us.af.mil.

THE NORTH CAROLINA AIR NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.