

# TRADITIONAL OFFICER VACANCY ANNOUNCEMENT

**NEW YORK AIR NATIONAL GUARD**  
**174th ATTACK WING**  
**6001 EAST MOLLOY ROAD**  
**SYRACUSE, NY 13211-7099**

**ANNOUNCEMENT#:** FY 18-5

**DATE:** 6 Jan 2018

**CLOSING DATE:** 15 Feb 2018

**UNIT:** 174<sup>th</sup> ATKW

**AFSC:** 35P1/3

**POSITION TITLE:**  
PUBLIC AFFAIRS OFFICER  
(1 POSITION)  
2Lt – Maj

**AREA OF CONSIDERATION: STATE WIDE**  
All candidates may apply who meet the basic qualification for this position and who are eligible for membership in the NYANG.

## **SPECIALTY SUMMARY**

(As outlined in AFMAN 36-2105)

Provides public affairs advice, trusted counsel, and support to commanders, other senior leaders, and unit personnel. Leverages communication capabilities through an integrated approach to advance commanders' mission priorities by researching, planning, resourcing, executing, and evaluating public affairs operations. Communicates timely, truthful, accurate, and credible information about Air Force activities to internal and external military and civilian domestic and international audiences, while maintaining due regard for security, accuracy, privacy, and propriety. Builds, maintains, and strengthens public trust and support for the Air Force. Provides leaders with communication tools to build, maintain, and strengthen Airman morale and readiness. Contributes to U.S. global influence and deterrence through information engagement. Related DoD Occupational Group: 270700 and 270600.

## **QUALIFICATIONS AND SELECTION FACTORS**

Selection for this position will be made without regard to race, religion, color, creed, gender or national origin. Applications are subject to review by the FSS and as mandatory requirements are met, as outlined in applicable regulations, applicants must meet an Officer Screening and Interviewing Board (OSIB). The requirements and qualifications prescribed in this announcement are minimum for nomination for appointment consideration. Appointment is not assured merely by meeting these requirements. Persons considered must further qualify with requirements outlined in ANGI 36-2005.

**KNOWLEDGE:** missions, roles, functions, organizational structures, relationships, operational planning objectives, policies, customs and courtesies, and history of the Air Force; oral, written, and visual communication concepts and principles; traditional and emerging methods and techniques of disseminating information; basic communication theory; legal and ethical considerations surrounding the practice of communication; communication research and analysis; and joint expeditionary operating environments.

**EDUCATION:** (CIP) Classification of Instructional Program Education Matrix – Mandatory (Communication, Journalism and Related Programs. Desirable International Relations and National Security Studies, or Political Science and Government or Marketing. Permitted Any Degree.

**TRAINING:** For award of AFSC 35P3, completion of the Defense Information School Public Affairs Course is mandatory for active-duty officers. Reserve Component officers may satisfy this requirement by completion of the DINFOS PAQC Advanced Distributed Learning course although completion by the full in-residence course is preferred.

**EXPERIENCE** For award of AFSC 35P3, a minimum of 18 months of commissioned experience in public affairs assignments is mandatory. Other. For entry into this specialty, prior enlisted service in any 3N0XX AFSC is desirable.

**(SEE REVERSE)**

**OTHER:** For entry into this specialty, prior enlisted service in any 3N0XX AFSC is desirable. For entry and retention of AFSC 35PX, the following are mandatory: A valid state driver's license to operate government motor vehicles in accordance with AFI 24-301, Vehicle Operations. No record of disciplinary action (Letter of Reprimand [LOR] or Article 15) for: Failure to exercise sound leadership principles, especially with respect to morale or welfare of subordinates; or Engaging in an unprofessional or inappropriate relationship as defined in AFI 36-2909, Professional and Unprofessional Relationships; or documented failures (LOA, LOR or Article 15); or Taking or failing to take action in situations, thereby exhibiting a lack of integrity; or A violation of Article 107, false official statements, Uniform Code of Military Justice (UCMJ). No convictions by a general, special or summary courts-martial. No Unfavorable Information File. Never been convicted by a civilian court of a Category 1, 2, or 3 offense, nor exceeded the accepted number of Category 4 offenses. Category 3 and 4 traffic offenses alone are not disqualifying.

**DUTIES AND RESPONSIBILITIES:** Delivers candid and timely communication counsel and guidance to Air Force leaders on the communication and public perception implications of key decisions, policies, and operations and their potential impact on mission success. Ensures all public affairs efforts adhere to applicable federal law, DOD principles governing the release of information, and Air Force policies. Advocates for and manages funds, manpower, training, and equipment to effectively execute public affairs operations to support the mission. Plans, directs, and leads public affairs deployments. Ensures a free flow of releasable information to the news media. Establishes and maintains relationships with news media representatives, facilitates media access, prepares Air Force subject matter experts for media interviews, and evaluates media coverage. Supports DOD-approved entertainment industry, documentary, and publication requests. Promotes public knowledge and understanding of Air Force missions, organizations, and capabilities. Fosters coordination, cooperation, and mutual appreciation between the Air Force, local communities, state and federal agencies, and DOD/interagency components. Evaluates requests for Air Force support to public events, and coordinates appropriate participation to achieve the commander's communication objectives. Manages environmental public affairs issues and events and ensures legal mandates for community involvement are met. Advises about content, propriety, timing, and relative importance of information for internal release through all available means. Contributes to the morale, readiness, productivity, and retention typical of a well-informed force. 2.6. Plans for and manages visual information requirements and directs the centralized collection, management, and distribution of imagery for planning, operational, documentation, public affairs, and historical use.

**APPLICATION PROCEDURES:** Applicants will prepare and forward a Resume, and one (1) copy of AF Form 24 - Application of Appointment, a copy of their college transcripts and a copy of their AFOQT Scores.

**No Later Than Close of Business of Closing Date on Application.**

**OSIB:** An officer Screening and Interviewing Board (OSIB) is projected to convene O/A TBD, Unit Training Assembly (UTA) to interview all qualified applicants.

**MAIL APPLICATION TO: :**

174<sup>TH</sup> ATKW/FSS  
6001 E. MOLLOY ROAD  
SYRACUSE, NY 13211  
(ATTN: SSGT SAMANTHA MOADE)

**DISTRIBUTION:**

- EACH NYANG INSTALLATION (FOR FURTHER DISSEMINATION)
- 174<sup>th</sup> WEBSITE
- DMNA