



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1382

ARNG-HRR

26 January 2018

### MEMORANDUM FOR NG J1 RRF (All-Entire RRF)

SUBJECT: SMOM 18-026, Assignment and Reclassification Requirements for 79T Recruiting and Retention NCO (Amended 26 January 2018)

1. Reference: NGR 600-200, Enlisted Personnel Management, 31 July 2009.
2. Reclassification. Soldiers must meet the following criteria prior to requesting and being awarded the MOS 79T.
  - a. Be a Title 32 AGR FTNGD production RRNCO (SGT through SFC) currently serving in a valid 79T position.
  - b. Have graduated from the ARNG Non-Career Recruiter Course (805B-SQI-4).
  - c. Demonstrate at least 18 successful months as a T-32 production RRNCO (Three Tenet Mission) with a Senior Recruiting and Retention badge since completion of the ARNG Non-Career Recruiter Course. Waivers will not be authorized for the period of successful performance.
  - d. Meet all requirements of DA PAM 611-21 for MOS 79T. Exception to Policy's will be considered on a case by case basis.
  - e. Soldier requests through command channels on DA Form 4187 to convert to primary MOS 79T and receive approval from Chief, HRR. Soldiers in the rank of SGT through SFC may be awarded the 79T MOS upon approval from the Chief, HRR. See enclosure 1 and 2 for the checklist and sample DA Form 4187.
  - f. Soldier must obtain the MOS 79T and have completed the Advanced Leader Course (ALC) or received constructive credit for the ALC 6 months prior to attending the 79T Senior Leader Course.
3. Selection. This section prescribes the procedures and criteria for the selection of Army National Guard (ARNG) Soldiers for service as ARNG Non-Career Recruiters. Soldiers selected for recruiting duty represent the ARNG in the civilian community and must possess honesty, integrity, physical appearance and high standards of knowledge. Soldiers selected for assignment as an ARNG Non-Career Recruiter will begin an initial period of 3 years.

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a. To qualify for selection as an ARNG Non-Career Recruiter, a Soldier must-

(1) Be a United States citizen by birth or naturalization or a permanent resident alien.

(2) Be a high school graduate with diploma, or have a GED.

(3) Have a minimum score of 110 in aptitude area GT waivable to 100 with a score of 100 or higher in aptitude area ST in Armed Services Vocational Aptitude Battery (ASVAB) on tests administered prior to 2 January 2002. Have a minimum score of 110 in aptitude area GT waivable to 100 with a score of 96 or higher in aptitude area ST on ASVAB tests administered on or after 2 January 2002.

(4) Be an ARNG Enlisted Soldier in the rank of SGT through SFC, who possess an Army MOS.

(5) Be at least 21 years old.

(6) At the time of selection have no less than 3 years time in service.

(7) Meet the screening table or body fat standards of AR 600-9 (waiver not authorized).

(8) Have a minimum physical profile of 132221. Soldiers possessing a 3 in Upper Extremities must have prior Military Occupational Specialty Medical Review Board (MMRB) clearance. Additionally, Soldiers may not have a shaving profile (waiver not authorized).

(9) Must meet OPAT score in Physical Demand Category "Moderate" (Gold).

(10) Possess a valid civilian driver's license.

(11) Possess excellent military appearance and bearing and have no obvious distracting physical abnormalities or mannerisms. Tattoos must be in compliance with AR 670-1 and DA PAM 670-1.

(12) Must not be in violation of AR 600-20 regarding participation in extremist organizations and activities (waiver not authorized).

(13) Not currently be nor have previously been enrolled in the past 12 months in a drug or alcohol dependency intervention program of any type (waiver not authorized).

(14) Have no record of conviction by special or general courts-martial or civilian courts of offenses listed in AR 27-10 (Military Justice), chapter 24 or otherwise required to register as a sexual offender under AR 27-10, chapter 24. Have no record of conviction

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by civilian courts of offenses listed in State Codes.

(15) Never been the subject of adjudication (including proceedings under the provisions of Article 15, State or Federal Uniform Code of Military Justice) or had adverse action taken by any authority for any offense that involves moral turpitude, regardless of sentence received or any offense under the State or Federal UCMJ for which confinement of 2 years or more may be adjudicated (waiver not authorized). All Soldiers must be screened against the National Sex Offender Registry database by Agency that currently conducts background screening on potential recruiters.

(16) Have no history of domestic violence or assault, or marital, emotional, or major medical problems that would hamper performance on recruiting duty (waiver authorized).

(17) Recruiting duty involves assignment in geographic areas that are away from military medical facilities. Soldiers with Family member(s) enrolled in the Exceptional Family Member Program (EFMP) may serve as recruiters. Every effort will be made to assign them near a military installation or in a civilian community where appropriate medical care for their Family member is available.

(18) Must meet the screening requirements identified in HQDA EXORD 193-14 or superseding guidance. Recruiting and Retention Commander's will validate that the Soldier has met all screening requirements as directed to occupy a Position of Significant Trust Authority (POSTA).

(19) As part of the screening and selection process, recruiter candidates must have favorable National Agency Checks with Local Record and Credit Checks (NACLC); results are verified by the RRC during the evaluation process. This serves as clarification screening described in AR 614-200.

(20) Not be a sole parent or guardian. (Waivable by RRC with approved family care plan).

(21) Be financially stable, have not filed a petition claiming bankruptcy within the last 3 years, and not currently responsible for making any payments as a result of any such action. Soldiers are strongly encouraged to submit a DA Form 5425 (Applicant/Nominee Personal Financial Statement) to ensure their financial situation is considered in their assignment.

(22) Have at least 3 years time in service remaining following the completion of the Non-Career Recruiter Course.

(23) Must not have received a Relief for Cause NCOER.

b. The above changes will be integrated into a future edition of NGR 601-1.

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4. Effective 1 January 2018, the 79T Conversion Course will not be required for conversion to MOS 79T and the Strength Maintenance Training Center will no longer conduct the Conversion Course.

5. The points of contact are SGM Dennis C. Allred, Chief Instructor, DOD-ARNG-PEC, at 501-212-4711, [dennis.c.allred.mil@mail.mil](mailto:dennis.c.allred.mil@mail.mil) or SGM Andrew E. Berger, ARNG Strength Maintenance Division Sergeant Major at 703-607-3916, or [andrew.e.berger.mil@mail.mil](mailto:andrew.e.berger.mil@mail.mil).

A handwritten signature in black ink, reading "Robert E. Kuster II". The signature is written in a cursive style with a long horizontal stroke at the end.

ROBERT E. KUSTER II  
COL, AG  
Chief, Strength Maintenance Division  
Army National Guard